

**Howell Carnegie District Library
Board of Trustees Meeting
Minutes of October 14, 2025**

President Kathryn Tuck called the regular meeting of the Howell Carnegie District Library to order at 7:00 pm.

Susan Pominville moved to approve the agenda as presented. Bob Ellis seconded, and a quorum of the board unanimously approved.

Members present: Jennifer Earl, Bob Ellis, Susan Pominville, Jacob Schlittler, Maria Stuart, Kathryn Tuck, and Heather White. Library Director Holly Ward Lamb was also present. Three members of the public also attended the meeting.

Member(s) absent: None.

IN-SERVICE TRAINING

Clare Membiela, Library Law Consultant for the Library of Michigan, presented information and answered questions regarding the Open Meetings Act.

Bob Ellis moved to approve the consent agenda as presented, including **a) Minutes of September 9, 2025**; and **b) Bills & Payrolls, including the payment register dated 9/01/25 through 9/30/25 for the amount of \$355,719.13**. Jacob Schlittler seconded, and a quorum of the board unanimously approved.

Comments from the Public: None.

President Kathryn Tuck stated that she appreciated the effort put into the Trustees & Directors meeting and that it was a lovely evening. She noted that state funding for Great Start Livingston was not approved, and it has effectively eliminated that organization. She believes it is an excellent resource and will miss it. President Tuck also stated that she will attend MLA during the last week of October and will bring updates back to the board.

The treasurer's report is part of the library board packet. Treasurer Bob Ellis briefly reviewed the report with the board. Since no action is required, the report is filed.

There were no **committee reports** in September.

In addition to her written report, Director Holly Ward Lamb stated that long-time library book supplier, Baker & Taylor, is effectively out of business. We are figuring out next steps, including monitoring the workflow as we reestablish the staff time required for in-house book processing.

ACTION ITEMS

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

- Bob Ellis moved to approve a purchase agreement with EnvisionWare for \$16,516.50 for three new self-check machines. Susan Pominville seconded, and a quorum of the board unanimously approved.
- Jacob Schlittler moved to approve a purchase agreement with EnvisionWare for \$24,233.00 for new security (RFID) gates. Heather White seconded, and a quorum of the board unanimously approved.

DISCUSSION ITEMS

- Director Lamb provided an update on the Steps and Ramps Improvement Project.
- The trustees who attended reviewed the Livingston County Trustees & Directors Meeting.
- Trustees reviewed and discussed the director's quarterly report on the strategic action plan, including an update on an environmental study for the library's vacant property. Whether we need the study will be determined by our plans for using the lot.
- Director Lamb spotlighted Indestructible Books (new board books), and Decodable Books from our youth department.

COMMENTS & CONCERNS OF BOARD MEMBERS

Kathryn Tuck thanked the library on behalf of Pack 3665 for supplying wonderful reading resources and telescopes from the LOT for their campout. Jacob Schlittler noted his appreciation for the library's participation in Northwest Elementary School's STEAM Night and stated that attendees seemed to really appreciate it. He also questioned whether the library board had approved the decision to have the library go before the Tax Tribunal regarding

taxes on the vacant lot. Holly Ward Lamb advised that the board did not vote on that decision, but that she would add it to the agenda for next month.

Without objection, President Kathryn Tuck adjourned the meeting at 8:47pm.

Kathleen Murray, Recording Secretary