

**HOWELL CARNEGIE DISTRICT LIBRARY**  
**Board of Trustees Meeting**  
**Minutes of March 10, 2026**

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

Bob Ellis moved to approve the agenda as presented. Susan Pominville 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 present. Four members of the public also attended the meeting.

Member(s) absent: None.

**IN-SERVICE TRAINING TOPIC**

Erin MacGregor, Superintendent, presented an update on the Howell Public School District.

Susan Pominville moved to approve the consent agenda as presented, including **a) Minutes of February 10, 2026, and b) Bills & Payrolls, including the payment register dated 02/01/2026 through 02/28/2026 for the amount of \$279,004.86.** Bob Ellis seconded, and the board was polled. All board members approved.

**Comments from the public:** None.

**President Kathryn Tuck reported** that she met with Christy Conn, President of the Howell Public School Board, and found it informative and worthwhile. She reminded the trustees to contact the library to register for the upcoming MLA Advocacy Day in Lansing if they are interested in attending.

**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 February.

**Director Holly Ward Lamb** had nothing to add to her written report.

### **ACTION ITEMS**

#### **UNFINISHED BUSINESS:**

None.

#### **NEW BUSINESS:**

- Bob Ellis moved to approve a \$28,000 purchase agreement with MCD Architects for a space needs assessment and pre-design services. Jennifer Earl supported, and a quorum of the board approved. Holly Ward Lamb provided a detailed explanation of the process and how she evaluated the six proposals received, which ranged in price from \$28,000 to \$118,000, before making her recommendation. Trustee Bob Ellis stated that he was impressed with the quality of the proposals. Jacob Schlitter expressed concern about the term “blank slate” and proposed creating a “team” to narrow the project's scope. He also noted that a potential millage in 2028 may be ill-advised, as HAPRA will be asking to renew its millage in 2028. Director Lamb explained the history of library millage requests since 1989, and noted that the 0.4 millage approved in 2013 will expire in August 2032, and stated that at this point, she would not recommend the library propose a millage or bond request in 2028. She reiterated that the space needs assessment and pre-design services would mark the beginning of a process to ensure the library’s continued long-term success.

### **DISCUSSION**

- Director Lamb gave an update on the replacement of three compressor units (project with ThermalNetics). The new units are scheduled to be in place on Thursday, March 12, and to be up and running by the end of March.
- Director Lamb gave an update on the handrails for the front entrance. She stated that the new handrails may not be in place in time for the library’s Semiquincentennial celebration in mid-June. She will now get weekly email updates from Quinn Evans and CCI until the project is complete.
- Director Lamb gave an update on items bequeathed from the Jennifer Browning Trust.
- President Kathryn Tuck reviewed the process for the annual performance appraisal of the library director with the board.

- A meeting of the Nominating and Recruiting Committee is scheduled for April 14 at 6:30 pm.
- Service Spotlight: Director Lamb shared various items from the Library of Things collection.

**COMMENTS & CONCERNS OF BOARD MEMBERS**

Bob Ellis commented on an email in the packet from a library patron requesting additional open hours on Fridays. Holly Ward Lamb stated that our biannual output measures indicate very low usage on Friday afternoons, which is one of the factors we used to determine our open hours. She will, however, monitor library usage and determine the best way to expand hours if necessary.

Without objection, Kathryn Tuck adjourned the meeting at 8:33 pm.

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Kathleen Murray, Recording Secretary