

**HOWELL CARNEGIE DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING**

MINUTES OF MAY 9, 2017

President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:02 pm.

Present: Board Members: Heather Aeschliman, Lynne Bondy, Jill Hilla, Katie LaCommare, David Morse, Rick Scofield and Charlie Todd. Library Director, Kathleen Zaenger, was also present.

Absent: None.

Jill Hilla moved to approve the agenda as presented. David Morse supported, and the board unanimously approved.

David Morse moved to approve the consent agenda as presented, including Item A., Board Minutes from April 11, 2017. Jill Hilla supported, and the board unanimously approved.

There were no announcements or comments from the public.

President Lynne Bondy wished board member Katie LaCommare a happy birthday, but had nothing else to report.

A written copy of the Treasurer's Report for April 2017 was provided to each board member. Rick Scofield reviewed the report with the board. Katie LaCommare moved to accept the report as presented. David Morse supported, and the board unanimously approved.

Minutes from the Finance Committee meeting on May 1, 2017 were provided to each board member, and minutes from the Board Nominating Committee meeting of April 17 are included in action item #3. Lynne Bondy briefly discussed the finance committee minutes with the full board.

A written copy of Kathleen Zaenger's report was provided to the board. She also noted that the library has a lot coming up with Summer Reading and first grade tours. The first grade tours are an effort to get the children to participate in Summer Reading. She also noted a tour that she led for a group from the Ionia Library. They are moving forward with a renovation of their building and wanted a first-hand look at our recent renovation project. Kathleen Zaenger also noted a wonderful WWI display that is currently in the library, in partnership with the Historical Society.

ACTION ITEMS

OLD BUSINESS:

None.

NEW BUSINESS:

1. Rick Scofield moved to set the date and time for the public hearing for the proposed 2017-18 budget on Tuesday, June 13, 2017 at 6:45 pm in the Colbert Room of the library. Jill Hilla supported, and the board unanimously approved.
2. David Morse moved to approve the Request for Use of Grounds from the American Legion Post 141 mounted division to use the library's empty lot to park the horse trailers and unload the horses for the Memorial Day Parade on May 28, 2017. Katie LaCommare supported, and the board unanimously approved.
3. Katie LaCommare moved to accept the tally of the Board Nomination Committee and the proposed slate of board officers for 2017-18 as presented. Charlie Todd supported, and the board unanimously approved.
4. Heather Aeschliman moved to accept the tally of the Board of Trustees Evaluation for 2016-17 as presented and discussed. Charlie Todd supported, and the board unanimously approved.
5. Heather Aeschliman moved to accept the board appraisal of the library director's performance for 2016-17 as agreed upon at this meeting. Rick Scofield supported, and the board unanimously approved.

DISCUSSION

6. The board reviewed the most recent draft RFP for executive search consultants. There was discussion on the wording and final agreement. Kathleen Zaenger advised this document would be sent out Thursday or Friday this week. The prospective candidates will have three weeks to respond.
7. There was discussion of recruiting potential future library trustees and the strengths necessary to move forward in the future.
8. Kathleen Zaenger provided a verbal update on advocacy efforts.
9. Kathleen Zaenger provided an update of progress on the Duane Zemper Legacy Project.

IN-SERVICE TRAINING

10. Kathleen Zaenger outlined preliminary budget planning. A budget planning meeting will take place on Wednesday, May 10 at 4:30 pm. David Morse shared information pertaining to a recent court ruling affecting penal fine collections. Kathleen Zaenger stated that the library's collection of penal fines is down \$40,000 for this fiscal year.

COMMENTS & CONCERNS OF BOARD MEMBERS

None.

David Morse moved to adjourn the meeting at 8:15 pm. Rick Scofield supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary