

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

MINUTES OF MAY 10, 2016

President Lynne Bondy called the regular meeting of the Howell Carnegie District Library Board of Trustees to order at 7:00 pm.

Present: Board Members: Karen Bird, Lynne Bondy, Katie LaCommare, David Morse, Rick Scofield and Charlie Todd. Kathleen Zaenger, Library Director, was also present. Heather Aeschliman arrived at 7:10 pm.

Absent: None.

Katie LaCommare moved to approve the agenda as presented. Charlie Todd supported, and the board unanimously approved.

Karen Bird moved to approve the consent agenda as presented, including Item A., Board Meeting Minutes of April 12, 2016, and Item B., Bills and Payrolls. Katie LaCommare supported, and the board unanimously approved.

There were no announcements for comments from the public.

President Lynne Bondy noted that she took advantage of reduced price Detroit Zoo tickets through the library's website.

A written copy of the Treasurer's Report for April, 2016 was provided to each board member. Karen Bird reviewed the report with the board. Rick Scofield moved to accept the Treasurer's Report for April, 2016 as presented. David Morse supported, and the board unanimously approved.

A copy of the corrected minutes from the Board Nominating Committee dated March 23, 2016, were provided to each board member.

A written copy of Kathleen Zaenger's report was provided to each board member. In addition she noted that the summer issue of our district-wide newsletter went out last week. She advised Rick Scofield that the board treasurer is bonded for \$100,000.

ACTION ITEMS

OLD BUSINESS:

None.

NEW BUSINESS:

1. Rick Scofield moved to set the date and time for the public hearing for the proposed 2016-17 budget on Tuesday, June 14, 2016 at 6:45 pm in the library conference room. David Morse supported, and the board unanimously approved.
2. David Morse moved to accept the proposal from Leppek's Nursery and Garden Center to provide lawn maintenance for the library in effect from April 15, 2016 through December 31, 2018. Charlie Todd supported, and the board unanimously approved.
3. David Morse moved to accept the board appraisal of the Library Director's performance for 2015-2016 as agreed upon at this meeting. Rick Scofield supported, and the board unanimously approved.
4. Karen Bird moved to accept the tally of the Board of Trustees Evaluation for 2015-16 as presented and discussed. Heather Aeschliman supported, and the board unanimously approved. Going forward, Rick Scofield moved to remove item no. 7 from the evaluation. Karen Bird supported, and the board unanimously approved.

DISCUSSION

5. The board reviewed its recruiting and succession planning for new library trustees and staff members. Jill Hilla was approved as a library trustee by the Howell School Board at its meeting last night. Katie LaCommare agreed to act as mentor for Jill Hilla.
6. Kathleen Zaenger shared the library's Main Street DDA award and happenings in downtown. She also provided an update on downtown parking.
7. There was discussion concerning the StrengthsFinder Assessment which will be utilized at the board and administrator's retreat in July, as well as other aspects and plans for the retreat.
8. Kathleen Zaenger provided an update on the Facilities Renewal and Improvement Project.

IN-SERVICE TRAINING TOPIC

9. Preliminary budget planning was outlined.

COMMENTS & CONCERNS OF BOARD MEMBERS

Katie LaCommare thanked the board for donating a book in her mother's memory. Rick Scofield noted that he is having coffee with our new librarian, Brandi Tambasco, and will hopefully share some of his community connections and insights with her. Heather Aeschliman invited all board members to her daughter's upcoming graduation party.

David Morse moved to adjourn the meeting at 8:40 pm. Katie LaCommare supported, and the board unanimously approved.

Kathleen Murray, Recording Secretary