

## **Richland Community Library Board Minutes April 20, 2011**

**Members Present:** Cynthia Berg, Chris Cupper, Jill Gould, Raenell Kent (at 6:15 PM)  
Patrice Mindock, Larry Williams

**Members Absent:** Judy Hobson

**Others Present:** Kay LaPierre

**Call to order:** President Mindock called the meeting to order at 6:00 PM.

**Public Comment:** None

**Guests :** None

**Review minutes of March 16, 2011:** A motion was made to approve the minutes from the previous meeting as presented. (Williams/Gould) The motion was approved.

**Friends of the Library Report:** None

**Financial Report:** The Board reviewed the statement of revenues and expenses for the six months ending March 31, 2011 as well as disbursements for the month of March. A motion was made to approve the financial report as presented. (Gould/Cupper) The motion was approved.

**Director's Report:** Mrs. Carter facilitated a book discussion for *The Art of Racing in the Rain* on April 14<sup>th</sup>. Mrs. Jasiak and the Director met with the communications committee on March 31. Mrs. Jasiak also arranged for the American Red Cross to conduct a babysitting class during spring break. The Director attended a Director's Summit in Grand Rapids on April 11<sup>th</sup>. Lou Glazer and Stephen Abram were the featured speakers. Titles are being added to OverDrive and we are realizing more and more inquiries on accessing OverDrive. On Friday April 29<sup>th</sup> the Director will attend a seminar in Novi which will address "Financial Fitness for Libraries".

### **Committee Reports:**

**Communications:** The committee determined it was much more cost effective to place an ad to target RCL patrons in the Gull Lake Communicator, a publication of Gull Lake Community Schools, instead of the post-card survey previously proposed. This ad will appear in the June issue of the Communicator. Since the Communicator goes to 8600 households, many of which are not in our taxpayer funding district, a disclaimer for programs has been devised in case we have a large influx of potential attendees for any summer event. The new disclaimer will appear on the ad, and in all future printed

program announcements, the web site, etc. "Program registration priority provided to Richland Village/Township residents."

**Policy:** This committee will meet to consider an e-reader policy which will come back to the Board for consideration in May.

**Facilities:** Local contractor, Bill Fowler, has been tentatively retained to do the drywall repair, painting and water damage repair in the downstairs foyer area, pending a written and itemized estimate.

**Old Business:**

- a. Auditors : In an effort to be cost-conscious, The RCL Board asked Siegfried Crandall via bookkeeper Marsha Drouin, about a possible reduction in the cost of our annual audit. They offered a 10% reduction in the fee for next year, which the Board accepted.
- b. Other Old Business: None

**New Business:**

- a. Bylaws amendment: A motion was made to change the non-meeting months from June and December to July and December. (Mindock/Williams). The motion was approved. The change of this monthly meeting schedule and the new time of 6:00 PM will be posted on the Library website, the RCL bulletin board and proper notification will also be sent to the Village and Township offices.
- b. Closed session: The Board went into a closed session to discuss a personnel matter at 6:36 PM. The board returned to an open meeting at 6:39 PM.
- c. Other New Business: It was suggested that a letter be drafted to new and current library volunteers making them aware of several board committees where they may also serve on an adhoc basis.

**Adjournment:** There being no further business before the Board, a motion was made to adjourn the meeting at 6:47 PM. (Williams/Berg) The motion was approved. The next meeting will take place May 18, 2011 at 6:00 PM.

**Respectfully submitted,**

**Chris Cupper, Secretary**

**Patrice Mindock, President**