

## **Richland Community Library Board Minutes September 15, 2010**

**Members present:** Chris Cupper, Judy Hobson, Raenell Kent, Patrice Mindock, Larry Williams

**Members absent:** Cynthia Berg, Jill Gould

**Others present:** Kay La Pierre, Pat Crane

**Call to order:** President Mindock called the meeting to order at 7:04 PM.

**Public Comment:** None

**Guests:** None

**Review minutes of August 18, 2010:** A motion was made to approve minutes as amended from the previous meeting. (Williams/Mindock) The motion was approved.

**Friends of the Library Report:** will move forward with programming information.

**Financial Report:** Monthly disbursements were reviewed as well as current revenues and expenses. A motion was made to approve the financial report as presented. (Kent/Hobson) The motion was approved.

**Director's Report:** Wednesday Wigglers started back up again on September 8<sup>th</sup>. Pre-school story times started on September 7<sup>th</sup> and 10<sup>th</sup>. These are again being held on Tuesday afternoon and Friday mornings. Sue Carter facilitated a book discussion on ***Still Alice*** by Lisa Genova on September 9<sup>th</sup>. Karen Goebel and I attended an excellent two-part workshop in Cassopolis on September 9<sup>th</sup>. The first session was entitled "Reimagine, Reinvent and Reallocate," and the second session was on customer service. The Director attended a Bylaws meeting of the Friends on August 26<sup>th</sup>, a GLBPA meeting at Gull Lake High School on September 9<sup>th</sup>, and a RABA officer's meeting on September 14<sup>th</sup>. The Director also met with Kevin Decker of MCM Group to review their proposal for 2010-11 insurance coverage. The fiscal year statistics will be finalized at the end of the fiscal year on September 30<sup>th</sup>.

**Committee Reports:**

Set Communications Committee: The Communications Committee will have a virtual meeting to consider the proposed artwork for new library tote bags.

**Old Business:** None

**New Business:**

- a. Trustee expirations for 2010-11: Those trustees whose terms expire next month (Berg and Gould) have expressed interest in extending their terms.
- b. Director's annual review: The Director received a positive response from the Board on the occasion of the annual review. An appropriate letter will be placed in her personnel file.
- c. Annual Staff/Volunteer recognition event: Trustee Kent will check into an appropriate venue for the annual staff/volunteer recognition reception. The dates of October 18<sup>th</sup> or November 1<sup>st</sup> are being considered.
- d. Raise maximum spending limit for Medical Flexible Spending Accounts (to (\$6,000.00 per year): Raising the limits of the employee contribution will be done at no cost to the library and will follow established IRS guidelines. A motion was made to change this policy. (Williams/Hobson) The motion was approved.
- e. Close Friday, December 31, 2010 for New Year's week-end. A motion was made to close for the holiday weekend. (Cupper/Kent) The motion was approved.
- f. Overdrive consortium for \$2500? The Director will investigate the feasibility of offering downloadable audio books compatible with MP3 players. Discussion suggested a one year contract may be more advantageous than a multi-year contract. A motion was made to approve a one year contract not to exceed \$2,500.00. (Williams/Berg) The motion was approved.
- g. Other new business: Insurance quotes for the coming year from the Ted Hartleb agency and the MCM group were presented. A motion was made to accept the bid from the Hartleb agency. (Mindock/Kent) The motion was approved.

**Adjournment:** There being no further business before the Board, the meeting was adjourned at 9:13 PM (Hobson/Kent.) The next scheduled meeting is October 20<sup>th</sup> at 7:00 PM. This will be an organizational meeting for FY 2010-2011 and to establish officers and committee assignments.

**Respectfully submitted,**

**Chris Cupper, Secretary**

**Patrice Mindock, President**