

Richland Community Library Board Minutes March 20, 2013

Members Present: Cindy Berg, Stevie Brinkerhoff, Chris Cupper, Judy Hobson, Doug Jonas, Raenell Kent, Larry Williams

Members Absent: None

Others Present: Dennis Kreps

Call to Order: President Williams called the meeting to order at 6:09 PM.

Public Comment: None

Guests: Marsha Drouin

Review Minutes of February 16, 2013 and February 20, 2013:

Minutes for February 16th were presented. A motion was made to approve the minutes as presented. (Kent/Hobson) The motion was approved. The minutes for February 20th were also presented for review. It was noted the Personnel Committee did not meet today and the meeting with the insurance carrier was not necessary. With those two changes, a motion was made to approve the minutes as amended. (Williams/Cupper) The motion was approved.

Financial and Audit Reports:

The financial reports were presented; the statement of revenues and expenses for the five months ending in February were reviewed as well as expenditures for the month of February. A motion was made to approve the financial report as presented. (Kent/Jonas) The motion was approved. It was agreed financial reports will continue with the same format as under the previous Director and on a monthly basis. Mrs. Drouin reviewed various components of our most recent audit report.

Friends of the Library Report: In a recent meeting with the Friends, the Director indicated the FOL expressed an interest in growing their membership and the RCL developing new programs the Friends can support in various ways.

Director's Report: The Director has expressed the need to evaluate how RCL is perceived in our community with the intent of designing and distributing new promotional materials. The Director has conducted one-on-one interviews with each staff member regarding respective job descriptions and their work in the Library. Bi-weekly staff meetings will include discussion on a selected Library policy. Pete Graham and Faye Koestner have agreed to sponsor the Director's membership in the Gull Lake Area Rotary Club. Four wood and acrylic display cases have been received and will be used to exhibit three dimensional displays. The Director recently met with counterparts from Parchment and Plainwell to discuss strategies for resource sharing-- personnel and programs--with emphasis on the visual arts and music.

Committee Reports: None

Old Business:

- a. Transition and training: The Director and the former Director will submit an article highlighting the recent transition to Julie Mack at the Kalamazoo Gazette. The Director has expressed a need to increase the education line item in the budget.

New Business:

- a. Committee Meetings-Planning and Discussions: All committees should plan on meeting within the next month.

- b. Other New Business: None

Adjournment: There being no further business before the Board, a motion was made to adjourn the meeting at 8:07 PM. (Hobson/Cupper) The motion was approved. The next meeting is scheduled for Wednesday, April 17, 2013 at 6:00 PM.

Respectfully submitted,

Chris Cupper, Secretary

Larry Williams, President