

Richland Community Library Board Minutes

November 20, 2019

Members Present: Deb Chassee, Debbie Grohs, Jessie Potter, Darren Sabuda, Liz Walbridge

Members Absent: Chris Cupper

Others Present: Karen McConnell, Dan Carl, Bob Kent

Call to Order: President Grohs called the meeting to order at 6:02 PM.

Approval of /Amendment of Agenda: A motion was made to approve the Agenda as presented (Potter/Chassee). The motion was approved.

Guest/Public Comment: Bob Kent, treasurer of RCL friends, presented the RCL friends budget and briefly discussed different ways the Friends are involved with library programs, including Meet Michigan Authors, Artist receptions, and Wassailing. (6:17 end)

Action Item Capture: Liz Walbridge will capture action items for this meeting.

Review and Approval of the October Board Minutes: A motion was made to approve the October minutes as amended (Walbridge/Grohs). The motion was approved.

Review of Financial Reports: A motion was made to accept the financial reports as presented (Potter/Chassee). The reports were accepted. (6:54 end)

Friends of the Library Report: FOL will meet tomorrow night 11/21 for a meeting followed by a potluck.

Director's Report: The Director reported on various community meetings she has attended in the last month.

Committee Reports:

a. Budget and Finance: Dan Carl (presenting for Treasurer) The annual audit is scheduled for December 9th. The Director and Bookkeeper will be in attendance.

b. Personnel: Debbie Grohs, Chair: The personnel committee met on 11/05 and discussed hiring needs and salaries.

c. Technology and Facilities: Liz Walbridge, Chair. The committee met on 11/05 and discussed the door counter, and other facility needs.

d. Policy Committee: Chris Cupper, Chair. Debbie Grohs reported. The policy committee did not meet this month.

Old Business:

a. Board Committee Structure: Board members discussed the various committees, roles of each, and selected committees to serve on.

New Business: None

Action Item Review: Liz Walbridge reviewed action items for this meeting.

Adjournment: There being no further business before the Board, a motion was made to adjourn the meeting at 8:00 p.m. (Chassee/Potter). The next scheduled meeting is January 15, 2020 at 6:00 PM. Per Board policy, no Board meetings are scheduled for July and December.

Respectfully submitted,

Debbie Grohs, President

Jessie Potter, Acting Secretary

Approved: January 15, 2020