

Richland Community Library Board Minutes March 15, 2017

Members Present: Chris Cupper, Anne Howley-O'Brien, Doug Jonas, Raenell Kent

Members Absent: Tim Czerney, Tom Krawczyk, Liz Walbridge

Others Present: Dennis Kreps

Call to Order: President Kent called the meeting to order at 6:05 PM.

Approval/Amendment of Agenda: The agenda for this evening was not amended. A motion was made to approve the agenda. (Jonas/Howley-O'Brien) The motion was approved.

Guests/Public Comment: Kay LaPierre, Ron Cotugno Mrs. Kay LaPierre requested Karen Goebel receive a lifetime resident membership as she retires from the Richland Community Library at the end of April. A motion was made to approve this request (Jonas/Howley-O'Brien). The motion was approved.

Action Item Capture: Ms. Howley-O'Brien will record action items for this meeting.

Review and Approval of February 15, 2017 Minutes: A motion was made to approve the February minutes as presented. (Howley-O'Brien/Jonas) The motion was approved.

Review of the Financial Reports: The financial reports were presented for Board review. A motion to accept the financial reports was made. (Howley-O'Brien/Kent) The motion was approved.

Friends of the Library Report: None

Library Director's Report: The Director presented the report for board review and discussion.

Committee Reports:

- a. Budget & Finance Committee: The committee met to review the recent annual audit.
- b. Technology & Facilities Committee: This committee discussed the flooring replacement by the elevator as well as the design of the replacement front door.
- c. Personnel Committee: The committee met to revise the job description for the Assistant Director.

Old Business:

- a. Community Survey-Feedback and Analysis: A written report from the Director on the survey was presented. Circulation and programming were indicated to be a high priority. It was also noted we have a sense of ownership of the library and the library being part of the community. Hours of operation were also addressed on the survey.
- b. Board Member Training/Orientation: Feedback and discussion: This item is tabled until the next meeting.

c. Audit: Committee Feedback: This item was covered under Committee Reports.

New Business:

- a. Library Staff Update; New staff has been hired and is on board.
- b. Reporting of Library Statistics: Items discussed were database usage, WIFI usage, who is using the library and where do they reside, how well are we engaging the community, and ILL requests.
- c. Other New Business: None

Action Item Review: Items from this meeting were reviewed.

Adjournment: There being no further business before the Board a motion was made to adjourn the meeting at 7:50 PM. (Cupper/Howley-O'Brien) The next meeting is scheduled for April 19, 2017, at 6:00 PM.

Respectfully submitted,

Raenell Kent, President

Chris Cupper, Secretary

Approved: April 19, 2017