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