

**Richland Community Library  
Public Hearing for FY Budget 2019/2020  
September 18, 2019**

**Members Present:** Chris Cupper, Tim Czerney, Debbie Grohs, Tom Krawczyk, Jessica Potter, Liz Walbridge

**Members Absent:** Doug Jonas

**Others Present:** Karen McConnell

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

**Guest/Public Comment:** Community members Deb Chassee, Stacy Blair Nelson, Darren Sabuda

**Approval of August 21st Budget Meeting Minutes:** A motion was made to approve the minutes as presented (Czerney/Grohs). The motion was approved.

**Presentation of the FY 2019-2020 Budget:** Mr. Czerney reviewed the budget for the coming year in the absence of Mr. Jonas. A motion was made to approve the budget as presented (Grohs/Potter). The motion was approved.

**Adjournment:** There being no further business before the Board, a motion was made to adjourn the meeting at 6:27 PM (Czerney/Grohs).

**Respectfully Submitted,**

**Tom Krawczyk, President**

**Chris Cupper, Secretary**

**Approved: October 16, 2019**

## **Richland Community Library Board Minutes September 18, 2019**

**Members Present:** Chris Cupper, Tim Czerney, Debbie Grohs, Tom Krawczyk, Jessica Potter, Liz Walbridge

**Members Absent:** Doug Jonas

**Others Present:** Karen McConnell

**Call to Order:** President Krawczyk called the meeting to order at 6:28 PM.

**Approval of /Amendment of Agenda:** Under Old Business add approval of policies 2.35 and 7.30. A motion was made to approve the amended agenda (Potter/Krawczyk). The motion was approved.

**Guest/Public Comment:** Deb Chassee, Stacy Blair Nelson, Darren Sabuda

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

**Review and Approval of the August Board Minutes:** A motion was made to approve the minutes as amended (Czerney/Potter). The motion was approved.

**Review of Financial Reports:** Financial reports to date were reviewed with the Board by Mr. Czerney in the absence of Mr. Jonas. A motion was made to accept the financial reports (Potter/Czerney). The reports were accepted.

**Friends of the Library Report:** FOL is looking at redefining how best the organization can serve the Library and community.

**Director's Report:** The Director submitted a report to the Board outlining recent activities in the Library. Some activities of note include Conrad Kaufman, who will submit final renditions for the mural in the Children's Dept. with painting to begin in December. Additionally, the Director continues to work with Mary Jane Vavra (GLCS) to provide services at RCL for those in need of literacy support.

### **Committee Reports:**

- a. Budget and Finance: Doug Jonas, Chair: No report.
- b. Personnel: Tom Krawczyk, Chair: The committee met September 10th. It was noted Hannah Reuters is leaving RCL to pursue writing interests on the west coast.
- c. Technology and Facilities: Liz Walbridge, Chair The committee met to address short term and long term solutions to the main entrance front steps. Newman Construction is advising.
- d. Policy Committee: Chris Cupper, Chair The committee met today and finalized wording of policies 2.35 (Library Hours) and 7.30 (Employment Benefits).

**Old Business:**

- a. Approval of policies 2.35 and 7.30: A motion was made to approve policy 2.35 (Potter/Cupper). The motion was approved. A motion was made to approve policy 7.30 (Cupper/Czerney). The motion was approved.

**New Business:**

- a. HVAC Year One: A proposal has been made to allocate \$17,000.00 next fiscal year in the first year of a five year HVAC plan. A motion was made to approve this plan (Walbridge/Czerney). The motion was approved.
- b. Director Yearly Evaluation: A motion was made to go into closed session at 7:26 PM (Czerney/Krawczyk). The motion was approved. A motion to go back into open session at 7:52 PM (Czerney/Grohs). The motion was approved. No Board action was taken.
- c. Board Transitions: Darren Sabuda will replace Doug Jonas on the Board. The term of Tim Czerney has expired; he will be replaced by Debbie Chassee. The term of Tom Krawczyk will expire as well. Letters of intent will need to be submitted to the Village Board or the Township Board for their approval.

**Action Item Review:** Ms. Walbridge reviewed action items from this meeting.

**Adjournment:** There being no further business before the Board, a motion was made to adjourn the meeting at 8:11 PM (Cupper/Potter). The next scheduled meeting is October 16, 2019 at 6:00 PM.

**Respectfully submitted,**

**Tom Krawczyk, President**

**Chris Cupper, Secretary**

**Approved: October 16, 2019**

