

## Richland Community Library Board Minutes

January 18, 2012

**Members present:** Cynthia Berg, Chris Cupper, Judy Hobson, Raenell Kent, Patrice Mindock, Larry Williams

**Members absent:** Jill Gould

**Others Present:** Kay LaPierre

**Call to Order:** President Williams called the meeting to order at 6:04 PM.

**Public Comment:** None

**Guests:** Macie Jenkins on RCL Teen Survey; Doug Jonas, Richland resident

**Review Minutes of November 16, 2011:** A motion was made to approve the minutes from the previous meeting as amended. (Mindock/Berg) The motion was approved.

**Friends of the Library Report:** None

**Financial Report:** The statement of revenues and expenses for October and November were reviewed as well as the statement of revenues and expenses for the three months ending December 31, 2011. A motion was made to approve the report as presented. (Berg/Kent) The motion was approved.

**Director's Report:** Wassailing was a great success again this year. We hosted the Gull Lake High School Band and Choir and received many compliments on our library that evening. Santa made his annual visit to the Library on Dec. 11th; Mrs. Jasiak coordinated an American Red Cross babysitting workshop and a "Cookies and Crafts" event over the winter break. Mrs. Carter facilitated a book discussion in December on *Here if You Need Me* (Kate Braestrup) and another book discussion in January on *The Madonnas of Leningrad* (Debra Dean). The Director met with representatives from Gull Lake Community Schools Foundation to explore a partnership event with the Library. This event will likely take place at Kellogg Elementary in conjunction with their spring health fair. The Director also met with the directors from Parchment and Plainwell to discuss OverDrive, eBook issues and other current library concerns.

**Committee Reports:** See below.

**Old Business:**

- a. Library leadership discussion: A possible job description was presented relative to the hiring of an administrative assistant. A motion was made to approve the hiring of an administrative assistant in a budget neutral way as outlined for 16 hrs., allowing the Director to reduce her working hours. A motion was made giving authority to hire an administrative assistant. (Mindock/Hobson) The motion was approved.
- b. Other old business: None

**New Business:**

- a. 2012 Saturday closings:
  - April 7 Easter weekend
  - May 26 Memorial Day weekend
  - July 21 Art Fair weekend
  - Sept. 1 Labor Day weekend
  - Dec. 22 Christmas weekend
  - Dec. 29 New Year's weekend

A motion was made to approve these annual closings (Berg/Cupper) The motion was approved.

- b. Public Comment Policy: The rough draft was presented to the Board with some changes. A motion was made to approve this policy as amended. (Cupper/Mindock). The motion was approved.
- c. Guest Presenters Policy: The rough draft was presented with some amendments. A motion to approve this policy as amended. (Mindock/Kent) The motion was approved.
- d. Other New Business: A local writers group would like to meet in our community room. President Williams distributed discussion notes from the November recognition dinner.

**Adjournment:** There being no further business before the Board, a motion was made to adjourn the meeting at 7:43 PM. (Berg/Hobson) The motion was approved. The next meeting will be held February 15, 2012 at 6:00 PM.

**Respectfully submitted,**

**Chris Cupper, Secretary**

**Larry Williams, President**