

Richland Community Library Board Minutes

April 20, 2022

Members Present: Deb Chassee, Chris Cupper, Debbie Grohs, Aviva Luciano, Kristine Parsons, Justin Reynolds, Darren Sabuda

Members Absent: None

Others: Karen McConnell

Call to Order: President Grohs called the meeting to order at 7:11 PM.

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

Guests/Public Comment: Tony Clark, Clark Technologies spoke before the meeting. Tony addressed the Board regarding structure of his company and the current state of procuring hardware and other new equipment.

Action Item Capture: Justin Reynolds will capture action items for this meeting.

Review and Approval of March Minutes: A motion was made to approve the minutes as presented (Cupper/Parsons). The motion was approved.

Review of Financial Reports: Expenses are on track for this time of the fiscal year. The reports were accepted by the Board.

Friends of the Library Report: Friends are meeting April 21st in the Library.

Director's Report: The Director reports the new hotspots are in circulation and are very popular with those patrons whose service is in marginal reception areas. The Library will be working with the RACC and the local Farmer's Market to sign up new patrons. We will have a table at the Farmer's Market.

Committee Reports:

- a. Budget & Finance: Justin Reynolds, Chair: The furnace replacement is required owing to a fried control board (Sabuda/Grohs). Further expenditures in the area of technology include replacing 3 towers, 3 monitors and 3 cables. A motion was made to approve these expenditures (Reynolds/Chasse). The motion was approved.
- b. Personnel: Debbie Grohs, Chair: Three interviews were conducted via Zoom and in person.
- c. Technology & Facilities: Darren Sabuda, Chair: See above.
- d. Policy: Chris Cupper, Chair: This committee did not meet.
- e. Strategic Planning: Deb Chassee and Karen McConnell: The staff is moving forward with the "to do" phase of the strategic plan.

Old Business:

- a. Review updated CDW PC quotes: Quote and hardware were approved as noted above.
- b. Update of Director Interviews: After the initial interviews, three candidates were further interviewed via Zoom and in person.
- c. Final payment to Standefer: Final payment for the strategic planning work by Amanda Standefer will come from the Kalamazoo Foundation (Grohs/Chassee).

New Business: HVAC system will be reviewed.

Action Item Review: Justin Reynolds reviewed action items for this meeting.

Adjournment: There being no further business before the Board, the meeting was adjourned at 7:50 PM. The next meeting is scheduled for May 18, 2022 at 6:00 PM.

Respectfully submitted,

Debbie Grohs, President

Chris Cupper, Secretary

Approval: May 24, 2022