

Richland Community Library Board Minutes October 26, 2022

Members Present: Deb Chassee, Chris Cupper, Debbie Grohs, Kristine Parsons, Justin Reynolds

Members Absent: Monica Bordner, Aviva Luciano

Others Present: Jack Buck

Call to order: President Grohs called the meeting to order at 6:02 PM.

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

Guest/Public Comment: Bookkeeper Dan Carl addressed amending the budget owing to some discrepancies in tax income accounts.

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

Review and Approval of September 2022 Minutes: A motion was made to approve the minutes as presented to the Board (Grohs/Parsons). The motion was approved.

Review of Financial Reports: Budgets are mostly right on track; the Financial Reports were accepted by all Board members as presented; amendment of the 2022/2023 Budget was tabled for the November 2022 Board meeting.

Friends of the Library Report: The role of the FOL was discussed.

Director's Report: Added media items correlated to increased programming attendance, the Library will again participate in the Trick or Treat in the Park on October 31st as well as Wassailing on December 1st. The Director attended and participated in the Rotary annual Spaghetti Dinner. The Director attended the MLA annual conference, also encouraging the staff to further develop their professional skills.

Committee Reports:

- a. Budget & Finance: Justin Reynolds, Chair: See above.
- b. Personnel: Debbie Grohs, Chair: The Committee did not meet.
- c. Facilities & Technology: Kristine Parsons, Chair: The new HVAC has successfully been installed.
- d. Policy: Chris Cupper, Chair: The Committee did not meet.

- e. Strategic Planning: Deb Chassee, Chair, Monica Bordner The Committee met. The use of in-house data, short surveys after programs, circulation etc. will all give us more data to work with.

Old Business: President Grohs has announced that the February meeting will be her last meeting as a Board member.

New Business:

- a. Trustee Reynolds has indicated the annual financial audit will be conducted December 5th by Siegfried Crandall. They will present their findings to the Board at the March meeting.
- b. Ted Hartleb Agency: The insurance agency presented the insurance costs for the coming year.

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

Adjournment: There being no further business before the Board, the meeting was adjourned at 8:01 PM. The next meeting is scheduled for November 16, 2022 at 6:00 PM.

Respectfully submitted,

Debbie Grohs, President

Chris Cupper, Secretary

Approved: November 16, 2022