

**Richland Community Library Board Minutes**  
**November 16, 2022**

**Members Present:** Monica Bordner, Deb Chassee, Chris Cupper, Debbie Grohs, Aviva Luciano, Kristine Parsons, Justin Reynolds

**Members Absent:** None

**Others Present:** Jack Buck

**Call to Order:** President Grohs called the meeting to order at 6:07 PM.

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

**Guests/Public Comment:** None

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

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

**Review of Financial Reports:** Trustee Reynolds reviewed the current financial reports with the Board. For this time in the fiscal year, we are on track with our budget. The Board accepted the financial reports.

**Friends of the Library Report:** The recent war dog memorial was well attended. FOL has approved \$500.00 for teen programming and \$200.00 for staff appreciation. The FOL is also interested in more ideas for fund raising.

**Director's Report:** The staff is currently engaged in weeding of the collection; the Director attended a Friendsgiving meal at Gateway. There continues to be interest in the Library of Things. Hotspots continue to be placed on a reserve list and continue to be very popular. The Library continues to reach out to the community: Beacon Point, GLCS, Trick or Treating and Wassailing and Rotary to name just a few organizations. ADA compliance suggestions are being reviewed.

**Committee Reports:**

- a. Budget & Finance: Justin Reynolds, Chair: The Committee did not meet.
- b. Personnel: Debbie Grohs, Chair: A baby shower is being planned in 2023

for the Director and his wife. Baby Buck is due in March. Location of the shower is to be determined.

- c. Technology & Facilities: Kristine Parsons, Chair: The Committee is looking into a possible first aid/CPR training for the staff.
- d. Policy: Chris Cupper, Chair The Committee did not meet.
- e. Strategic Planning: Deb Chassee, Chair and Monica Bordner, Trustee The Committee did not meet.

**Old Business:**

Review of Dan Carl's computation: Adjustments have been made to the budget in the tax income accounts, with approval of the Board.

**New Business:**

- a. Request from GLCS teacher : A request has been received from a Gull Lake teacher to help fund an author visit. The author lives in Vermont.
- b. Putting the Space Study to action: The purchase of mobile shelving was approved by the Board with funding from the Joan Split Fund.
- c. Jack was awarded a scholarship to attend MLA Think Space. The Director will attend the May conference in Boyne City.

**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 7:24 PM. The next Board meeting is scheduled for January 18, 2023 at 6:00 PM. There is no Board meeting in December, per Board policy.

**Respectfully submitted:**

**Debbie Grohs, President**

**Chris Cupper, Secretary**

**Approved: January 18, 2023**