

Richland Community Library Board Minutes January 21, 2026

Members Present: Lori Beard, Monica Bordner, Chris Cupper, Kristine Parsons, Justin Reynolds, Dane Richards

Members Absent: Lauren Boosi

Others Present: Jack Buck

Call to Order: President Bordner called the meeting to order at 6:06 PM.

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

Guest/Public Comment: None

Action Item Capture: Vice President Parsons will capture action items for this meeting.

Review and Approval of November Regular 2025 Board Minutes: A motion was made to approve the November minutes with some minor corrections (Beard/Bordner). The motion was approved.

Review of December Financial Reports: All aspects of Library finances are in order for this time in the fiscal year. A motion was made to accept the financial reports (Parsons/Bordner). The motion to accept was approved.

Friends of the Library Report: The next meeting is scheduled in April. A book sale is scheduled for May.

Director's Report: The Director summarized recent Library activities for the Board. The complete report can be found on the Library website.

Committee Reports:

- a. Budget and Finance: Justin Reynolds, Chair, Kristine Parsons, Trustee, Lori Beard, Trustee: With the retirement of Dan Carl as bookkeeper, the Library has hired Kelly Scott.
- b. Personnel: Lori Beard, Chair, Lauren Boosi, Trustee: The Committee has created a new parental leave policy for the Personnel Manual; the closing of the Library on Monday holidays was also addressed.

- c. Technology and Facilities: Kristine Parsons, Chair, Justin Reynolds, Trustee, Lori Beard, Trustee. The Committee did not meet
- d. Policy: Chris Cupper, Chair, Dane Richards, Trustee, Monica Bordner, Trustee: The committee did not meet.
- e. Strategic Planning: Lauren Boosi, Chair, Monica Bordner, Trustee, Dane Richards, Trustee: Plans for a transition to a new Director were discussed.

Old Business:

- Reappointment of Board Trustees Confirmed by Richland Township
- Annual Audit completed on December 8, 2025
- Amend 25-26 FY operating budget to reflect financial adjustments

New Business:

- Paid Parental Leave: The Personnel Committee presented a hard copy to the Board.
- Consideration of TowerPinkster for Master Library Plan: Trustees Beard and Richards will represent the Board to TowerPinkster. A motion was made to approve TowerPinkster to draw up a Master Plan for the Library expansion. A motion was made to approve (Parsons/Bordner). The motion was approved.
- Staff compensation adjustment. A COLA 5-10% increase based on an evaluation of each employee. Approval of this change at the next meeting.
- Library Director Transition Discussion: The official resignation was submitted by Jack Buck. The interview process was discussed. A Special Board Meeting is scheduled for February 11.

Action Item Review: Vice President Parsons reviewed action items for the Board.

Adjournment: There being no further business before the Board, the meeting was adjourned at 7:54 PM. The next meeting is scheduled for February 18, 2026 at 6:00 PM.

Respectfully submitted,

Monica Bordner, President

Chris Cupper, Secretary

Approved: February 18, 2026