

Richland Community Library Board Minutes February 18, 2026

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

Members Absent: None

Others Present: Jack Buck, Anne Richards

Call to Order: President Bordner called the meeting to order at 6:02 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: Tom Berg, Stevie Brinkerhoff, Aviva Luciano, Casey James (all FOL), Mike Galovan (TowerPinkster)

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

Review and Approval of January 21 and February 11, 2026 Board Minutes: A motion was made to approve the January 21 and February 11 minutes with one minor correction (Bordner/Parsons). The motion was approved.

Review of Financial Reports: Trustee Reynolds reported some tax revenues have been recently received. All other accounts are in order for this time of the year. A motion was made to accept the reports (Parsons/Bordner). The motion was approved.

Friends of the Library Report: FOL extended good wishes to the Director and presented an envelope.

Director's Report: The Director summarized recent activities in the Library. 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: Organizational concerns were discussed.
- b. Personnel: Lori Beard, Chair, Dane Richards, Trustee: The Personnel Manual is up to date.
- c. Technology and Facilities: Kristine Parsons, Chair, Justin Reynolds, Trustee, Lori Beard, Trustee: The Committee will work with TowerPinkster on updating the building.
- d. Policy Committee: Chris Cupper, Chair; Dane Richards, Trustee, Monica Bordner Trustee: The Committee did not meet.
- e. Strategic Planning: Dane Richards, Chair, Monica Bordner, Trustee: Discussion was centered around aligning millage dollars to the strategic plan.

Old Business:

- Consideration of TowerPinkster for Master Library Plan: A motion was made to approve the Master Plan for RCL (Bordner/Parsons). The motion was approved.
- Staff compensation adjustments
- Paid Parental Leave
- Library Director Transition Discussion

New Business:

- TowerPinkster Master Plan & Implementation Letter Proposal for Professional Design Services: Mike Galovan presented the scope of the Master Plan. A motion was made to approve the Master Plan (Bordner/Parsons). The motion was approved.
- Resignation of Board Trustee, Lauren Boosi: Ms. Boosi has officially resigned her Trustee position in an email to the Director. A motion was made to approve the resignation (Bordner/Reynolds). The motion was approved. The Board is actively looking for a new Board member.
- Update Bank Account Signature Assignees: Effective February 2026, Anne Richards replaced Jack Buck as the Library's Director. As such, all banking, vendor and other accounts will require the removal of Jack Buck as the signatory and custodian and the addition of Anne Richards as his replacement.
Additionally, Dan Carl should be removed from your records, and replaced with Kelly Scott, who services as Richland Community Library's contracted bookkeeper.
In addition, please add Justin Reynolds, the library's Board Trustee Treasurer, to authorized users.
These changes include but are not limited to, any and all Richland Community Library active banking accounts with Advia Credit Union and Consumers Credit Union. Please affect these changes immediately.
- RCL Board Google Drive: Passwords need to reset and updated.

Action Item Review: Trustee Reynolds reviewed action items for the Board.

Adjournment: There being no further business before the Board, the meeting was adjourned at 7:01 PM. The next meeting is scheduled for March 18, 2026 at 6:00 PM.

Respectfully submitted,

Monica Bordner, President

Chris Cupper, Secretary

Approved: March 18, 2026