

Richland Community Library Board Minutes
May 15, 2024

Members Present: Lori Beard, Monica Bordner, Debbie Chassee, Chris Cupper, Justin Reynolds, Dane Richards

Members Absent: Kristine Parsons

Others Present: Jack Buck

Call to Order: President Bordner called the meeting to order at 6:04 PM.

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

Guests/Public Comment: None

Review and Approval of April 2024 Board Minutes: A motion was made to approve the minutes from the April meeting (Beard/Richards). The motion was approved.

Review of Financial Reports: Trustee Reynolds reported expenditures so far this year are similar to last year at this time. A motion was made to accept the reports (Bordner/Cupper). The reports were accepted.

Friends of the Library Report: The FOL reports the recent book sale realized about \$1500.00 in sales.

Director's Report: The Director informed the Board of recent Library activities. A grant was applied for through the Library of Michigan to enhance the Library of Things collection at the Library. 1st and 2nd grade classes from GLCS came to the Library for a field trip on May 21st. The Library will be present at the Farmers Market 8 times this summer. The Library team is putting together a survey of services to be sent out to patrons the 1st week of June. ASL and ESL classes are reserving the community room on a weekly basis. A new circulation high was realized of 6,522 physical items and 1,275 digital items for April 2024.

Committee Reports:

- a. Budget and Finance: Justin Reynolds, Chair: Kristine Parsons, Trustee, Lori Beard, Trustee: Replacement of children's computers, a printer and server were discussed at a recent meeting.

- b. Personnel: Deb Chassee, Chair, Lori Beard, Trustee: The Committee did not meet.
- c. Technology and Facilities: Kristine Parsons, Chair; Justin Reynolds, Trustee, Lori Beard, Trustee: See Budget and Finance above.
- d. Policy: Chris Cupper, Chair: Monica Bordner Trustee, Dane Richards, Trustee: See New Business below.
- e. Strategic Planning: Deb Chassee, Chair; Monica Bordner, Trustee, Dane Richards, Trustee: Discussion involved presenting a millage in the future.

Old Business: None

New Business:

- Amend 2.80 Internet Use Policy: A motion was made to approve the amended policy (Beard/Chassee). The motion was approved.
- Adopt 2.26 Inclement Weather Policy: A motion was made to approve the policy. (Chassee/Bordner). The motion was approved.
- Access to Materials Policy 5.25: A motion was made to approve the policy (Chassee/Bordner). The motion was approved.

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 7:18 PM. The next meeting is scheduled for June 19, 2024 at 6:00 PM.

Respectfully submitted,

Monica Bordner, President

Chris Cupper, Secretary

Approved: June 19, 2024