

Richland Community Library Board Minutes May 21, 2025

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

Members Absent: Dane Richards

Others Present: Jack Buck

Call to Order: President Bordner called the meeting to order at 6:09 PM.

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

Guest/Public Comment: Lauren Boosi—prospective board member.

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

Review and Approval of April 2025 Board Minutes: A motion was made to approve the minutes (Bordner/Reynolds). The motion was approved.

Review of Financial Reports: All finances are within budget. Income coming from tax revenue. Penal fines come at the end of the year. A motion was made to accept the reports (Bordner/Cupper). The reports were accepted.

Friends of the Library Report: Recently, the FOL has awarded \$1500.00 worth of grants to RCL.

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

Committee Reports:

- a. Budget and Finance: Justin Reynolds, Chair, Kristine Parsons, Trustee: Funding in the amount of \$1500.00 was realized from the late Pete Graham donations. Funds will be used for Public Relations and Outreach Activities. The AC unit needs to be replaced. The building restoration assessment is complete and a report will be forthcoming.
- b. Personnel: Lori Beard, Trustee: The Committee did not meet
- c. Technology and Facilities: Kristine Parsons, Chair, Justine Reynolds, Trustee, Lori Beard, Trustee: Our Tech provider, Clark Tech provided a 5-year Tech upgrade and replacement plan that was shared with the Technology and Facilities committee.
- d. Policy: Chris Cupper, Chair, Dane Richard, Trustee, Monica Bordner, Trustee: The Committee did not meet.
- e. Strategic Planning: Monica Bordner, Trustee, Dane Richards, Trustee: The Strategic Planning committee did meet and discussed millage possibilities.

Old Business:

- The Director shared a draft version of an informational brochure and FAQ.

- Board Agenda format changes were discussed . Changes have been made and incorporated into the Board minutes.

New Business:

- Acceptance of Trustee Chassee's resignation and discussion of the replacement process: The Board accepted the resignation of Debbie Chassee per her May 8th email. A motion was made for the Richland Community Library Board to recommend the appointment of Lauren Boosi to fill the current board vacancy, with the appointment to be confirmed by the Richland Township in accordance with the Board bylaws. (Parsons/Beard). The motion was approved.
- Open Chair position on the Personnel Committee Lauren Boosi will serve on this Committee.
- Open Chair position of the Strategic Planning Committee: Lauren Boosi will chair this Committee.
- Authorization for the Library Director to Consult with Legal Counsel and Approve Related Expenses: Motion to authorize the Library Director to consult with the library's legal counsel and enter into any necessary agreements for the purpose of drafting ballot proposal language for a potential operating millage, and to approve related legal expenses. Board approval was unanimous.
- Library Dot Voting Engagement Proposal: Informal voting by the public on the millage with colored dots. This is a non-binding activity. The Director will proceed with this project.

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

Adjournment: There being no further business before the Board, the meeting was adjourned at 7:19 PM. The next meeting is scheduled for June 18, 2025 at 6:00 PM.

Respectfully submitted,

Monica Bordner, President

Chris Cupper, Secretary

Approved: June 18, 2025