Richland Community Library Board Minutes
August 20, 2025

Members Present: Lori Beard, Monica Bordner (at 6:36 PM), Chris Cupper, Kristine Parsons, Justin Reynolds, Dane Richards

Members Absent: Lauren Boosi

Others: Jack Buck

Call to Order: Vice President Parsons called the meeting to order at 6:07 PM.

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

Guest / Public Comment: None

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

Review and Approval of June Regular and July Special Meeting Board Minutes: A motion was made to approve the minutes as presented (Beard/Richards). The motion was approved.

Review of June and August Financial Report: All Library finances are in order for this time of the fiscal year. A motion was made to accept the reports (Richards/Beard). The reports were accepted.

Friends of the Library Report: The FOL will meet on Sept. 4 with pizza provided. The Director and Trustee Beard will attend.

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, Lori Beard, Trustee The committee did not meet.
b. Personnel: Lori Beard, Chair, Lauren Boosi, Trustee The annual review of the Director was conducted on August 1st.
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 The tri-fold brochure now available to the public was discussed. An adhoc committee was suggested focusing on the millage.

Old Business:

- Library Director evaluation and review done with Personnel Committee
- 2025/2026 FY Draft Budget Proposal presented and discussed
- RCL millage 11/4/25 proposal discussed and set up Special Meeting for Board Resolution vote

New Business

- Millage FAQ webpage and Information trifold brochure has been posted and printed for review
- Send over completed L-4029 Tax Rate Request to Kalamazoo Equalization Department, County Clerk, and Township

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 6:56 PM. The next meeting is scheduled for September 17, 2025 at 6:00 PM

Respectfully submitted,

Monica Bordner, President **Chris Cupper, Secretary**

Approved: October 15, 2025