Richland Community Library Board Minutes
September 17, 2025

Members Present: Lori Beard, Lauren Boosi, Kristine Parsons, Justin Reynolds, Dane Richards

Members Absent: Chris Cupper, Monica Bordner

Others Present: Jack Buck

Call to Order: Vice President Parsons called the meeting to order at 6:02 PM.

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

Guest / Public Comment: None.

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

Review and Approval of August 2025 Board Minutes and August Budget Hearing: A motion was made to approve the August 2025 board minutes and the August 2025 budget hearing (Beard/Reynolds). The motion was approved.

Review of Financial Reports: Trustee Reynolds reported the finances looked good in all categories for this time in the fiscal year. A motion was made to accept the reports (Beard/Boosi). The motion was approved.

Friends of the Library Report: It was reported that the FOL met on September 4th, 2025. The Friends provided the Library with $400 from grants and Trustee Beard and Director Jack Buck presented information on the upcoming millage.

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: The Committee did not meet.

b. Personnel: Lori Beard, Chair : The Committee met to discuss updates to the vacation policy.

c. Technology and Facilities: Kristine Parsons, Chair, Justin Reynolds, Trustee Lori Beard, Trustee: The Committee did meet to discuss bids for structural improvements.

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 Committee met to discuss communication of the upcoming millage.

Old Business:

- Submitted L-4029 Tax Rate Request to Kalamazoo Equalization Department, County Clerk, and Township

New Business:

- EMC Insurance Renewal. A motion was made to approve the renewal (Beard/ Boosi). The motion was approved.
- Upcoming Retirement of Library's Bookkeeper.
- Discussed Millage Information

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 6:48 PM. The next meeting is scheduled for October 15, 2025 at 6:00 PM.

Respectfully submitted,

Kristine Parsons , Vice President **Dane Richards, Acting Secretary**

Approved: October 15, 2025