

**Richland Community Library Board Minutes**  
**April 17, 2013**

**Members Present:** Cindy Berg, Chris Cupper, Judy Hobson, Doug Jonas, Raenell Kent, Larry Williams

**Members Absent:** Stevie Brinkerhoff

**Others Present:** Dennis Kreps

**Call to Order:** President Williams called the meeting to order at 6:10 PM.

**Public Comment:** None

**Guests:** None

**Review Minutes of March 20, 2013:** Minutes from the previous meeting were presented for review. A motion was made to approve the minutes with no changes or corrections. (Berg/Kent) The motion was approved.

**Friends of the Library Report:** None

**Financial Report:** The statement of revenues and expenses for the six months ending March 31 was presented for review. Additionally, invoices for the month of March were also presented for review. A motion was made to accept the financial report as presented. (Jonas/Hobson) The motion was approved. The Director reports projected salaries are on target at this point in the fiscal year.

**Director's Report:** An article recently appeared on m.live announcing a new Director for our library. The Director attended a Rotary meeting, a Community Visioning Group meeting, A Gull Lake Community Schools Performing Arts Foundation meeting and a meeting of the Southwest Michigan Library Cooperative Council meeting. Meetings in the near future include meeting with a graphic designer to rework library logo, branding, letterhead; making final arrangements to exhibit glass art from the West Michigan Glass Society. A presentation by the Plainwell Library's youth librarian will focus on a programming overview. The Director submitted an article for inclusion in the village newsletter. During spring break a program presented by PetSmart employees brought out 100 attendees. A cataloging workshop was attended by two staff members. The staff is looking at our current circulation policy and will offer possible revisions. The transition to a new server is almost complete; the staff has all migrated. It is noted there were several old server crashes this month.

**Committee Reports:**

- a. Budget Planning for 2013/14: In considering the budget for the coming year, the Board will need to be mindful of hours, staffing, programming for children and teens and keeping our name in front of the community.
- b. Meeting date for Budget Committee: This committee will meet in May at a date and time to be determined.

**Old Business:** None

**New Business:**

- a. Trustee Expiration and Search: Trustee Hobson has expressed the desire not to continue her service to the Board when her term expires in September. The Board discussed possible replacements for Trustee Hobson.
- b. Other New Business: A motion was made to underwrite the Rotary membership expenses for the Director. (Cupper/Berg) The motion was approved.

**Adjournment:** There being no further business before the Board, a motion was made to adjourn at 7:57 PM. (Hobson/Kent) The motion was approved. The next meeting is scheduled for May 15, 2013 at 6:00 PM.

**Respectfully submitted,**

**Chris Cupper, Secretary**

**Larry Williams, President**