

## **Richland Community Library Board Minutes January 20, 2016**

**Members Present:** Chris Cupper, Tim Czerney, Michael Dunn, Doug Jonas, Raenell Kent,

**Members Absent:** Stevie Brinkerhoff, Liz Walbridge

**Others Present:** Dennis Kreps

**Call to Order:** President Dunn called the meeting to order at 6:12 PM.

**Approval of Agenda:** There are no additions to the agenda for this evening.

**Public Comment:** None

**Guests:** Mary Jasiak (left at 8:06 PM), Ellen Hoyt, Karen Goebel (arrived at 7:02 PM),  
All are RCL employees.

**Action Items Capture:** Mrs. Kent will capture action items at tonight's meeting.

**Review and approval of November 18, 2015 Minutes:** A motion was made to approve the minutes as amended. (Czerney/Kent) The motion was approved.

**Friends of the Library Report:** The FOL will meet January 29th at Liz's Parkview at noon. The focus of the FOL is moving to a public relations approach in gaining new members. On February 9th, DE Johnson will present a program under the Michigan Authors Series program. Marsha Meyer now serves as President of the FOL.

### **Financial Report:**

- a. November/December Financials: Trustee Czerney proposed revisions to the financial month end accounting salary reporting. A motion was made to approve the financial reports as presented. (Jonas/Czerney) The motion was approved.
- b. 2014-2015 Audit: The auditors will meet in the near future with the Budget & Finance Committee to review the results of our recent audit.

**Director's Report:** Staff member Ellen Hoyt displayed a collection of quilts in December. Artist Melody Allen's work is scheduled to be displayed in January. Jeannette Maxey's jewelry and glass art is being exhibited through January in the upstairs display cases.

The Library participated in the Richland annual wassailing event December 3rd. The Library hosted the Gull Lake High School Choir, Band and theater group for public performances. As usual the event was well attended. The Director is grateful the Library is such a central venue for this event. Many thanks to Mrs. Jasiak who coordinated this event for the community.

DE (Dan) Johnson is the next Meet Michigan Authors speaker scheduled for February 9th. Dan's mysteries are set in Detroit and involve the auto industry. The Gilmore Car Museum will loan the Library a variety of artifacts for display prior to and during the program. The Library hosted several holiday programs for children in December; it also hosted two movie programs November 21st and December 15th. Book discussion and guitar jam club continue on their monthly schedules. The Teen Advisory Board (TAB) has volunteered to assist with the Gull Lake Ryan Readers program. The

Director also met with parent leaders of the Ryan Readers. MelCat is back in full operation after having been down so their servers could be relocated. Repair work on the sidewalk on the west side of the Library has been completed. The FY 2014-2015 audit has been completed. The auditors will meet in the near future with the Budget & Finance Committee.

The Director attended Kazoo Books' Author Hop event December 12 to meet and recruit Michigan authors for future Meet Michigan Authors programs. Additionally the Director met with the Personnel Committee, RCL Librarians in Charge, RCL Staff, Weekly Rotary Club meetings and monthly Lions Club meetings.

#### **Committee Reports:**

- a. Personnel: The Personnel manual was reviewed; it will be presented for Board approval at the February meeting. The staff feedback tool is being revised.
- b. Budget/Finance: This committee will meet Feb. 11th.
- c. Aesthetics/Facilities: Chris Gobble will measure for more additional art work hanging which would lead patrons to the lower level art gallery; there is a need for more definitive signage in the library.
- d. Other Committee Reports: None

#### **Old Business:**

- a. Action Items Review-November 18, 2015 Meeting: None
- b. Facilities Update: The sidewalk repair is complete; there are new tables and chairs in Children's Room; carpets in the Children's Room have been recently cleaned.

#### **New Business:**

- a. State Legislation: SB 571 and its potential impact on Libraries: This bill was recently passed and signed. There is a 60 day gag order on disseminating information about election issues, millages etc. in the library. The Director will investigate ramifications for our library.
- b. Soliciting Community Input-Communications Committee: In preparation of a possible millage, the Committee will develop the survey. We need to identify unmet needs and unserved populations in our community.
- c. Other New Business: Former RCL President Larry Williams communicated to the Board regarding board professional memberships and trustee workshops that are available to us. There was a discussion of possible dissolution of village and the possible implications for RCL.

**Action Item Review:** Action items from this meeting were reviewed.

**Adjournment:** There being no further business before the Board, a motion was made to adjourn the meeting at 8:21 PM. (Kent/Czerney) The next meeting is scheduled for February 17th at 6:00 PM.

**Respectfully submitted,**

**Michael Dunn, President**

**Chris Cupper, Secretary**

**Approved: February 17, 2016**