

**Richland Community Library Board Minutes
Public Hearing for FY 2016-2017 Budget
August 17, 2016**

Members Present: Chris Cupper, Tim Czerney, Doug Jonas, Raenell Kent, Liz Walbridge

Members Absent: Stevie Brinkerhoff

Others Present: Dennis Kreps

Guests: Tom Krawczyk, community member

Call to order President Kent called the meeting to order at 6:08 PM.

Public Comment: None

Presentation of the 2016-2017 Budget: Representing the Budget Committee, Mr. Jonas presented the budget for FY 2016-2017.

Adjournment: There being no further business before the Board, this public hearing was adjourned at 6:18 PM.

Respectfully submitted,

Raenell Kent, President

Chris Cupper, Secretary

Approved:

Richland Community Library Board Meeting August 17, 2016

Members Present: Chris Cupper, Tim Czerney, Doug Jonas, Raenell Kent, Liz Walbridge

Members Absent: Stevie Brinkerhoff

Others Present: Dennis Kreps

Call to Order: President Kent called the meeting to order at 6:20 PM.

Approval/Amendment of Agenda: Under Committee Reports, add Policy Committee. A motion was made to approve the agenda as amended. (Walbridge/Jonas) The motion was approved.

Guests/Public Comment: Tom Krawczyk, community member

Action Item Capture: Ms. Walbridge will capture action items for the meeting tonight.

Review and Approval of June 15, 2016 Minutes: A motion was made to approve the June minutes as amended. (Czerney/Walbridge) The motion was approved.

Review of the Financial Reports: The June and July reports were presented. A motion was made to approve the financial reports for June and July. (Czerney/Jonas) The motion was approved.

Friends of the Library Report: The Friends report making about \$800 from the recent book sale in July. The next meeting is scheduled for September 30 at Liz's Parkview at noon.

Committee Reports:

- a. Budget and Finance: The Budget and Finance Committee presented the proposed budget for FY 2016-2017 for Board approval.
- b. Personnel : The position of circulation desk clerk was offered and accepted. Details are being worked out. This Committee will meet to facilitate the annual Director evaluation to be accomplished by the end of September.
- c. Policy Committee: Two policies were presented for Board approval. The first is the materials reconsideration policy and the second addresses hours of operation of the Library. A motion was made to approve changes to these two policies. (Cupper/Jonas) The motion was approved.

Library Director's Report: *Creative Company* artists are currently exhibiting a collection of paintings, drawings, prints and mixed media through August. A reception was scheduled for Thursday, August 4th and 6:00 PM. The summer reading program started June 22nd with the "Party in the Park". Programs have included *Yo-Yo Master Zeemo*, *BenJammin Educational Music*, a simulated Olympic Torch Run and photography contest for teens. We hosted a family movie night June 21 (*Zootopia*) with 60 participants. Book Discussion Group held their meeting in June and will

meet again in August. The Guitar Jam Club continues to meet. The Teen Advisory Board continues to meet; programs include human foosball and a Harry Potter (prepublication) party. In addition to meeting with CSM representatives, the director also met with local contractor Dave Flook regarding an Audit/Assessment; Mr. Flook has submitted an initial proposal, soon to include a price quote.

The Director also met with the Budget & Finance Committee, producing the final version of the FY 2016-2017 budget. The Director participated, along with several staff and Board members in the annual July 4th parade. Robin Nott once again loaned us the use of his car. Other activities included assisting with the Friends annual book sale during the art fair, meeting with Drew Border of Gull Lake Community Schools to discuss ways the school district and library could collaborate on programs and resources. In a meeting with a collective of home school groups, we discussed Library collection and resources. The Director will make a presentation to this group regarding available electronic resources, including those made available directly through the Library and through the Michigan Electronic Library. Meetings this month include RCL staff and managers, RCL Friends, Meet Michigan Authors Collaborative Advisory Board, Rotary, and the Lions. The Library will acknowledge via the library website and GL Communicator support of various library programs as administered by the Kalamazoo Foundation.

Old Business:

- a. Building Audit Update and Proposals: Two proposals have been received. The Director is waiting for a 3rd proposal to be received.
- b. Safety Deposit Box Update: The Board consensus was that Library documents in question should remain in the safety deposit box at 5/3 for the time being.
- c. Community Survey: The community survey has been developed and the Committee is working out details of its distribution. This should probably be accomplished before the September Board meeting.

New Business:

- a. Set Debt Millage rate, FY 2016-2017: A motion was made to set the debt millage at 0.16. (Jonas/Kent) The motion was approved.
- b. Set Operating Millage, FY 2016-2017: A motion was made to set the operating millage at 0.8233. (Jonas/Walbridge) The motion was approved.
- c. Approval of Budget FY 2016-2017 : A motion was made to approve the budget for FY 2016-2017 as presented earlier this evening. (Jonas/Czerney) The motion was approved.
- d. Notice of Public Hearing tax-abatement: Notice has been received from the Township of a request for a 6 year tax abatement from Jameson I + Jameson II LLC for improvements to their property.
- e. Board Training/Orientation: MLA and Kalamazoo Public Library's OnePlace will be contacted regarding scheduling this in-service.

f. Board Vacancy-Update: Community member Tom Krawczyk has expressed interest in filling a Board vacancy. He observed the meeting tonight.

g. Positions/Offices:

- President-term expires October 2016
- Trustee

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

Adjournment: There being no further business before the Board, the meeting was adjourned at 8:05 PM. (Jonas/Walbridge) The next meeting is scheduled for September 21, 2016 at 6:00 PM.

Respectfully submitted:

Raenell Kent, President

Chris Cupper, Secretary

Approved: September 21, 2016