

## **Richland Community Library Board Minutes May 22, 2019**

**Members Present:** Chris Cupper, Tim Czerney, Deb Grohs, Doug Jonas, Tom Krawczyk, Liz Walbridge

**Members Absent:** Jessie Potter

**Others Present:** Karen McConnell

**Call to order:** President Krawczyk called the meeting to order at 6:05 PM.

**Approval/Amendment of Agenda:** A motion was made to approve the agenda as amended. (Czerney/Walbridge) The motion was approved.

**Guest/Public Comment:** None

**Action Item Capture:** Ms. Walbridge will capture action items for this meeting.

**Review and Approval of April Board Minutes:** A motion was made to approve the April Board minutes as amended. (Walbridge/Czerney) The motion was approved.

**Review of Financial Reports:** Mr. Jonas reviewed financial statements with no questions from the Board. A motion was made to accept the financial reports. (Czerney/Grohs) The reports were accepted.

**Friends of the Library Report:** On May 16th, Lynn Houghton presented a program on the history of architecture in Richland. The program was very well attended. Ms. Houghton will conduct a walking tour of Richland on the same subject in July.

**Director's Report:** The Director presented the Board with a summary of May activities at RCL.

### **Committee Reports:**

- a. Budget & Finance: Doug Jonas, Chair: Reports are now in Google drive. The operating millage and debt millage will be set at the August meeting.
- b. Personnel: Tom Krawczyk, Chair This committee has looked into providing health insurance for the Assistant Director. No viable option has been identified. A stipend, in lieu of health insurance, has been granted to the Assistant Director, effective as of her one-year anniversary date. The committee will continue to seek options for providing health insurance for the Director and Assistant Director positions. Health insurance appears to be a factor that will impact RCL's ability to compete for top talent in the marketplace for these two positions. Work continues on revising the Director evaluation form.
- c. Technology & Facilities: Liz Walbridge, Chair This committee met on May 7th. They have reviewed the latest drawings and will move forward with plans for the new circulation

desk in the Children's Dept., choosing option #1. The committee also recommends Newman Construction for work on the railing and concrete at the main entrance, at a cost of \$3125.00.

- d. Policy Committee: Chris Cupper, Chair The committee met today before the Board meeting. It will present a policy for Board approval. The next meeting is scheduled for June 19, 2019 at 5:00 PM.

**Old Business:** A motion was made to approve RCL policy 2.30 (Code of Conduct-Patron Behavior) as amended. (Czerney/Grohs) The motion was approved. A motion was made to approve the repair of the railing and cement at the main entrance to the Library at a cost of \$3125.00. (Walbridge/Grohs) The motion was approved. The Director will contact Newman Construction to proceed with the repair work.

**New Business:**

- a. Children's Desk See above.
- b. Railing Repair See above.

**Action Item Review:** Ms. Walbridge reviewed action items from this meeting.

**Adjournment:** There being no further business before the Board, a motion was made to adjourn the meeting at 7:25 PM. (Grohs/Krawczyk) The next scheduled meeting is June 19, 2019 at 6:00 PM.

**Respectfully submitted:**

**Tom Krawczyk, President**

**Chris Cupper, Secretary**

**Approved: June 19, 2019**