

Richland Community Library Board Minutes March 25, 2020

Members Present: Chris Cupper, Chad Farrer, Debbie Grohs, Jessie Potter, Darren Sabuda
Liz Walbridge

Members Absent: Deb Chassee

Others Present: Karen McConnell

Call to Order: President Grohs called the meeting to order (via Zoom) at 6:07 PM.

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

Guests/Public Comment: None

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

Review and Approval of February 2020 Board Minutes: Minutes from the February meeting were presented for review. A motion was made to approve the minutes (Grohs/Potter). The minutes were approved.

Review of Financial Reports: Mr. Farrer reported he is restructuring the financial reports. He also reported our financial picture looks good at this time of the year.

Friends of the Library Report: The FOL will next meet in April. One of the items they are considering is a modification of the area where used books are for sale, allowing for more space to display books.

Director's Report: All library programs have been cancelled. Programs in mid-April may still happen. The program by David Small and Sarah Stewart will be re-booked. Children's story time is continuing remotely and is being conducted by Carrie Dunn. Staff support has been outstanding during this Covid-19 time and the Board would like to acknowledge them. Siegfried Crandall will reschedule their visit to address the recent audit.

Committee Reports:

- a. Budget & Finance: Chad Farrer, Chair Library financials are located in the shared drive for easy access.
- b. Personnel: Debbie Grohs, Chair The committee did not meet.
- c. Technology & Facilities: Darren Sabuda, Chair The Committee met this month. The Children's Department update is now complete; changes to the front entrance of the library are still being considered; the new people counter has been installed.
- d. Policy: Chris Cupper, Chair The committee did not meet this month.

Old Business: None

New Business:

- a. Covid-19 and Library closures: The Director and staff did a wonderful job of closing the library in light of Covid-19 and staying in communication with the Board. All Board members were in agreement on continuing salary for staff during the Covid-19 shutdown.

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

Adjournment: There being no further business before the Board, a motion was made to adjourn the meeting at 7:33 PM (Grohs/Potter). The next meeting is scheduled for April 15, 2020 at 6:00 PM.

Respectfully submitted,

Debbie Grohs, President

Chris Cupper, Secretary

Approved: April 22, 2020