

Richland Community Library Board Minutes September 22, 2021

Members Present: Deb Chassee, Chris Cupper, Chad Farrer, Debbie Grohs

Members Absent: Jessie Potter, Darren Sabuda, Kim Saunders

Others Present: Karen McConnell, Anna Merritt, Assistant Director

Call to Order: President Grohs called the meeting to order at 6:03 PM.

Approval of/Amendment of the Agenda: The proposed agenda was presented to the Board. A motion was made to approve the agenda as presented (Grohs/Cupper). The motion was approved.

Guests/Public Comment: Justin Reynolds and Aviva Luciano, prospective Trustees; Amanda Standerfer, Standerfer Consulting

Action Item Capture: Deb Chassee will capture action items for this meeting.

Review of August 2021 Board Minutes: Minutes from the August meeting were presented to the Board. A motion to approve the minutes as presented was made (Cupper/Chassee). The motion was approved.

Review of Financial Reports: Mr. Farrer reports salaries are on target for the fiscal year. Other areas of the of the finances are under budget. A motion to accept the financial reports was made (Grohs/Chassee). The reports were accepted.

Friends of the Library Report: The FOL is eager to participate in the strategic planning that is taking place and will support RCL in any way possible to move this process forward.

Director's Report: The staff has been analyzing library traffic and circulation stats during the pandemic as compared to pre-pandemic stats and how that would affect us moving forward. The Meet Michigan Author scheduled for October features Joe Grimm talking about the history of Faygo. The Director is maintaining contacts with Rotary, Gull Lake Community Schools and other local organizations to foster relationships between RCL and the community.

Committee Reports:

- a. Budget & Finance: Chad Farrer, Chair: This committee did not meet.
- b. Personnel: Debbie Grohs, Chair: This committee did not meet.
- c. Technology & Facilities: Darren Sabuda, Chair This committee did not meet.
- d. Policy: Chris Cupper, Chair: This committee did not meet.
- e. Strategic Planning: Ms Chassee and the Director: A virtual meeting with Standerfer Consulting was held in concert with the Board meeting and will continue to meet several times during the next few months.

Old Business: None

New Business:

- a. Strategic Planning/Standerfer Consulting: An initial meeting with Standerfer was held during this Board meeting. Strategic planning retreats will be scheduled with the staff and with the Board at off-site locations. Strong points for RCL include strong community involvement, solid involvement with FOL, and outstanding children's and adult programming, amongst other strengths. Needs for the future include a need for more space, meeting rooms, coffee nook, enhanced technology, marketing to the community reflecting borrowing abilities for our patrons, an information station for those new to the community and other needs.
- b. Discussion of Board resignations and new candidates: We need to fill 2 Board positions for Ms. Saunders and Ms. Potter. Two prospective citizens attended the meeting this evening.

Action Item Review: Ms. Chassee indicated there are no action items for this meeting.

Adjournment: There being no further business before the Board a motion was made to adjourn the meeting at 8:01 PM (Grohs/Chassee). The next meeting is scheduled for October 20, 2021 at 6:00 PM.

Respectfully submitted:

Debbie Grohs, President

Chris Cupper, Secretary

Approved: October 27, 2021