

Richland Community Library Board Minutes

August 24, 2022

Members Present: Debbie Grohs, Aviva Luciano, Justin Reynolds, Deb Chassee, Kristine Parsons

Members Absent: Chris Cupper

Others Present: Jack Buck, Karen McConnell

Call to Order: President Grohs called the meeting to order at 6:23 PM.

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

Guest/Public Comment: Monica Bordner, David Flietstra

Action Item Review and Capture: Justin Reynolds will capture action items for this meeting.

Review and Approval of June Regular Board Meeting Minutes: A motion was made to approve the June minutes as amended (Grohs/Reynolds). The motion was approved.

Review of Financial Reports: Trustee Reynolds presented financial reports for Board perusal and explained those items that are currently over budget, which will reconcile by end of FY. The Board accepted the financial reports.

Friends of the Library Report: No report was available. Director to reach out to FOL before September Board meeting.

Director's Report: Director reported numerous successes over the summer; new and continued outreach opportunities; staffing matters; etc.

Committee Reports:

- a. Budget & Finance: Justin Reynolds, Chair: Committee worked to finalize 2022-2023 Budget

- b. Personnel: Debbie Grohs, Chair: Met in August and discussed Director's thoughts regarding current staffing; anything he may need from the Board that he isn't receiving, etc.
- c. Technology & Facilities: Announced new Chair, Kristine Parsons: Discussed the purchase and installation of the 2 unit HVAC system.
- d. Policy: Chris Cupper, Chair: Debbie Grohs reported on behalf of Chris Cupper that they will meet in September to discuss minor changes to several policies, which will be presented to the Board in October.
- e. Strategic Planning: Deb Chassee, Jack Buck: Did not Meet

Old Business: None

New Business:

- a. Quote for Units 1 and 2 HVAC Replacement
 - A Motion was made to accept the quote and move forward with the work that needed to be done (Grohs/Parsons)
- b. Trustee Recruiting
 - Director and other Board members asked guests Bordner and Flietstra questions regarding their interest in becoming Board members.
- c. Board Officer Discussion
 - Will discuss possible Officer changes at September Board meeting for October implementation, if required
- d. New Hire Discussion
 - Discussed during Personnel Committee discussions above
- e. Amend Budget
 - Budget amendment is needed to include final payment for professional service fees for strategic planning consultant (financed through Foundation)
 - Motion was made to approve the amendment (Parsons/Chassee).

Action Item Review: Justin Reynolds reviewed action items for this meeting.

Adjournment: There being no further business before the Board, the meeting was adjourned at 8:13. The next meeting is September 21, 2022 at 6:00 PM.

Respectfully submitted,

Debbie Grohs, President

Approved: September 21, 2022