

Richland Community Library Board Minutes August 21, 2019

Members Present: Chris Cupper, Tim Czerney, Debbie Grohs, Tom Krawczyk, Jessie Potter

Members Absent: Doug Jonas, Liz Walbridge

Others Present: Karen McConnell

Call to Order: President Krawczyk called the meeting to order at 6:12 PM.

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

Guest/Public Comment: Darren Sabuda, potential new board member and community member.

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

Review and Approval of June Minutes: A motion was made to approve the minutes as amended (Krawczyk/Potter). The motion was approved.

Review of Financial Reports: A motion was made to accept the financial reports as presented (Czerney/Potter). The reports were accepted.

Friends of the Library Report: FOL will address changing the timing, format and execution of book sales going forward.

Director's Report: The Director submitted a summary of Library activities this summer. Among the successes were the historic walk through Richland, led by Lynn Houghton and the success of the first Art Hop. Plans are already underway for Art Hop in 2020. The new circulation desk in the Children's Dept. is expected to be installed in September.

Committee Reports:

- a. Budget & Finance: The budget for FY 2019-2020 has been drafted.
- b. Personnel, Tom Krawczyk, Chair: The Director evaluation form has been sent to the Director. It will be filled out by the Board and members and returned to the Personnel Committee by September 3rd.
- c. Technology & Facilities: Liz Walbridge, Chair: The committee is preparing a proposal for possible capital outlay for HVAC in a 5 year plan. Possibly this will come before the Board in October.
- d. Policy Committee: Chris Cupper, Chair: The committee met on August 21st and worked on the wording of two policies—2.35 Library Hours and 7.30 Employment Benefits.

Old Business: None

New Business:

- a. Technology & Facilities Proposal: See above

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

Adjournment: There being no further business before the Board, a motion was made to adjourn the meeting at 7:29 PM (Grohs/Krawczyk). The next meeting is scheduled for September 18, 2019 at 6:00 PM.

Respectfully submitted,

Tom Krawczyk, President

Chris Cupper, Secretary

Approved: September 18, 2019