

Richland Community Library Board Minutes

June 21, 2023

Members Present: Lori Beard, Chris Cupper, Kristine Parsons, Justin Reynolds, Dane Richards

Members Absent: Monica Bordner, Debbie Chassee

Others Present: Jack Buck

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

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

Guests/Public Comment: None

Action Item Capture: Trustee Reynolds will capture action items for this meeting.

Review and Approval of May 2023 Board Minutes: A motion was made to approve the minutes as amended (Cupper/Beard). The motion was approved.

Review of Financial Reports: Trustee Reynolds reported the RCL financial reports are on track about half way through the fiscal year. A motion was made to accept the reports (Richards/Parsons). The reports were accepted by the Board.

Friends of the Library Report: The FOL is now helping with shelving of materials and is also providing assistance at the Richland Farmers Market. A motion was made to accept the report (Cupper/Beard). The motion was approved.

Director's Report: The Director reported to the Board on recent activities of the Director and staff, both in the Library and outside in the community.

Committee Reports:

- a. Budget & Finance: Justin Reynolds, Chair, Kristine Parsons, Trustee: The Committee did not meet.
- b. Personnel: Debbie Chassee, Chair, Lori Beard, Trustee: The Committee did not meet.
- c. Technology & Facilities: Kristine Parsons, Chair, Justin Reynolds, Trustee: A water filling station will be installed in the near future on the lower level.
- d. Policy: Chris Cupper, Chair, Dane Richards, Trustee, Monica Bordner, Trustee: The Committee addressed several policies addressed elsewhere in the minutes.
- e. Strategic Planning: Debbie Chassee, Chair, Monica Bordner, Trustee, Dane Richards, Trustee: The Committee did not meet.

Old Business:

- a. Approved Library Materials Reconsideration Form
- b. Approved Patron Request for Reconsideration Policy
- c. Review Public Comment Policy: The policy was reviewed and presented for approval tonight.

New Business:

- a. Interlibrary Loan Policy : A motion was made to approve the ILL policy (Cupper/Reynolds). The motion was approved.
- b. Public Comment Policy: A motion was made to approve the policy (Beard/Richards). The motion was approved.
- c. Collection Development Policy: The current policy was revised and a motion was made to approve the policy (Reynolds/Cupper). The policy was approved.

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

Adjournment: There being no further business before the Board, the meeting was adjourned at 7:14 PM. The next meeting is scheduled for August 16, 2023 at 6:00 PM. Per Board policy, there is no meeting in July and December.

Respectfully submitted,

Kristine Parsons, Vice President

Chris Cupper, Secretary

Approved: August 16, 2023