Richland Community Library Board Minutes
June 17, 2026

Members Present: Monica Bordner, Chris Cupper, Kristine Parsons, Justin Reynolds, Dane Richards, Danielle Soltys

Members Absent: Lori Beard

Others Present: Anne Richards

Call to Order: President Bordner called the meeting to order at 6:06 PM.

Approval of / Amendment of Agenda: A motion was made to accept the agenda (Bordner/ Cupper). The motion was approved.

Guest/Public Comment: None

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

Review and Approval of May 20, 2026 Board Minutes: A motion was made to approve the minutes from May (Bordner/Richards). The motion was approved.

Review of Financial Reports: All is on track at this point in the fiscal year. A motion was made to accept the reports (Cupper/Soltys). The reports were accepted.

Friends of the Library Report: No report.

Director's Report: The Director summarized recent Library activities for the Board. The complete report can be found on the Library website.

Committee Reports:

A. Budget and Finance: Justin Reynolds, Chair ; Kritine Parsons, Trustee ; Lori Beard, Trustee
    a. See New Business.
B. Personnel: Lori Beard, Chair ; Dane Richards, Trustee
    a. The Committee met regarding employee salaries.
C. Technology and Facilities: Kristine Parsons, Chair ; Justin Reynolds, Trustee ; Lori Beard, Trustee
    a. The Committee considered a security system for both the exterior and interior of the Library.
D. Policy Committee: Chris Cupper, Chair ; Dane Richards, Trustee ; Monica Bordner, Trustee
    a. See New Business.
E. Strategic Planning: Dane Richards ; Chair, Monica Bordner, Trustee
    a. The Committee did not meet.

Old Business:

A. Reappointment of Board Trustee, Kristine Parsons: A motion was made to approve the reappointment of Kristine Parsons (Reynolds/Richards). The motion was approved.
B. Trustee vacancy - Danielle Soltys: A motion was made to approve Danielle Soltys to a Board vacancy (Parsons/Cupper). The motion was approved.
C. Review of policies
    a. 6.12 (→ 5.20) Fund Balance Policy
    b. 2.60 Meeting Space Policy
    c. Attendance Policy 3.13 (Personnel Manual)
    d. Tardiness Policy 3.14 (Personnel Manual)
    e. A motion was made to approve all changes (Bordner/Reynolds). The motion was approved.

New Business:

A. FY 25-26 Budget amendment for Professional Services. (Parsons/Reynolds) Approved
B. Gull Prairie Preserve Partnership (Bordner/Parsons). Approved
C. Review policies
    a. 4.15 Gifts Policy → 5.25 Donations and Gifts Policy
        i. Remove Section 4 (Donations) and renumber Sections 5
        ii. (Circulation) and 6 (Finances) accordingly
    b. 6.10 (→ 5.30) Investment Policy
    c. 6.15 (→ 5.60) Purchasing Policy
        i. Includes 6.25 Bids
    d. 6.30 (→ 5.90) Disposition of Tangible Property
    e. A motion was made to approve all changes (Bordner/Parsons). The motion 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 7:07 PM. Per Board Policy, there is no meeting in July and December. The next meeting is scheduled for August 19, 2026 at 6:00 PM.

Respectfully submitted,

Monica Bordner, President Chris Cupper, Secretary

Approved: August 19, 2026