

## **Richland Community Library Board Minutes**

### **April 15, 2026**

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

**Members Absent:** None

**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 approve the agenda as presented (Parsons/Bordner). The motion was approved.

**Guest / Public Comment:** None

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

**Review and Approval of March 18, 2026 Board Minutes:** A motion was made to approve the March Board minutes (Parsons/Beard). The motion was approved.

**Review of Financial Reports:** The Treasurer reported all finances are in good order for this time of the fiscal year. The Fund Balance Policy will need to be reviewed and re-assessed with the increase of millage funds. The Budget and Finance Committee will meet to review and bring recommendations for the next meeting. A motion was made to accept the financial report (Beard/Parsons). The report was accepted.

**Friends of the Library Report:** Two grants were approved for Children's and Teen Summer Programming. The Friends of the Library Book Sale will be held May 11-16, 2026. At a recent Friends meeting, a member raised a concern regarding the Library's meeting room policy, and our Director is following up.

**Directors Report:** The Director reviewed recent activities for the Board. The complete report can be found on the Library website.

#### **Committee Reports:**

- a. Budget and Finance: Justin Reynolds, Chair, Kristine Parsons, Trustee, Lori Beard, Trustee: The Committee did not meet
- b. Personnel: Lori Beard, Chair, Dane Richards, Trustee: The Committee did not meet.
- c. Technology and Facilities: Kristine Parsons, Chair. Justin Reynolds, Trustee, Lori Beard, Trustee: The Committee did not meet.
- d. Policy: Chris Cupper, Chair, Dane Richards, Trustee, Monica Bordner, Trustee: The Committee did not meet.

- e. Strategic Planning: Dane Richards, Chair, Monica Bordner, Trustee. The Committee met to begin discussions about a 3-5 year plan in relation to the Library's Master Plan.

**Old Business:**

- Trustee vacancy: A letter of interest has been received from one person; we will contact the other two candidates as to their interest.
- 7.02 Personal Leave policy in the Personnel Manual is updated.

**New Business:**

- The Board reviewed and discussed the facility assessment draft supplied by TowerPinkster and Building Restoration, Inc.'s exterior assessment and repair plan. A decision was made to accept the full scope of Building Restoration, Inc.'s plan for restoration work on the Library building, with work to begin as soon as possible.

**Action Item Review:** Trustee Reynolds reviewed action items for the Board.

**Adjournment:** There being no further business before the Board, the meeting was adjourned at 7:48 PM. The next meeting is scheduled for May 20, 2026 at 6:00 PM.

**Respectfully submitted,**

**Monica Bordner, President**

**Chris Cupper, Secretary**

**Approved: May 20, 2026**