

Richland Community Library Board Minutes May 20, 2026

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

Members Absent: Dane Richards

Others Present: Anne Richards

Call to Order: President Bordner called the meeting to order at 6:05 PM.

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

Guest / Public Comment: Danielle Soltys. (left at 6:20 PM.)

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

Review and Approval of April 15, 2026 Board Minutes: A motion was made to approve the minutes as presented (Beard/Bordner). The motion was approved.

Review of Financial Reports: All finances are in good order for this time of the fiscal year. It is reported penal fines have not been received. A motion was made to accept the reports (Parsons/Bordner). The reports were accepted.

Friends of the Library Report: The FOL had a good book sale; about \$2,000.00 was realized.

Director's Report: The Director summarized recent Library activities for the Board. A 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, Trustee, Justin Reynolds, Trustee, Lori Beard, Trustee: The Committee did not meet.
- d. Policy: Chris Cupper, Chair, Dane Richards, Trustee, Monica Bordner, Trustee: The Committee met regarding the suspension of a library patron.
- e. Strategic Planning: Dane Richards, Chair, Monica Bordner, Trustee: The Committee did not meet.

Old Business:

- Trustee vacancy - Interview potential candidate(s): Ms. Soltys responded to questions posed by the Board.

- Building Restoration, Inc. Contract signed, estimated start date of July 2026.
- Two non-endowed funds have been opened at the Kalamazoo Community Foundation for immediate improvement and upgrade needs and for future projects or capital expenditures. These funds are the Richland Community Library Improvement Fund and the Richland Community Library Reserve Fund.
- Review of policies
 - 6.12 Fund Balance Needs to be reviewed
 - 2.60 Meeting Space Policy
 - Attendance policies 3.13 and 3.14 (Personnel Manual)

New Business:

- Reappointment of Board Trustee Kristine Parsons: Will follow up on this next month.
- TowerPinkster - Board Engagement Session: The Board responded to questions posed by TP regarding the expansion of the Library.

Action items review: Justin Reynolds reviewed action items for the Board.

Adjournment: There being no further business before the Board, the meeting was adjourned at 8:10 PM. The next meeting is scheduled for June 17, 2026 at 6:00 PM.

Respectfully submitted,

Monica Bordner, President

Chris Cupper, Secretary

Approved: June 17, 2026