

Richland Community Library Board Minutes April 15, 2015

Members Present: Stevie Brinkerhoff, Chris Cupper, Michael Dunn, Doug Jonas, Raenell Kent, Liz Walbridge, Larry Williams

Members Absent: None

Others Present: Dennis Kreps

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

Public Comment: None

Action Items Capture: Trustee Kent will capture action items for tonight's meeting.

Guests: None

Review Minutes of March 18, 2015: Minutes from the previous meeting were presented to the Board. A motion was made to approve the minutes as presented. (Brinkerhoff/Walbridge) The motion was approved.

Friends of the Library Report: The FOL will provide refreshments for the Dave Coverly program May 28th.

Financial Report: Financial reports for the 6 months ending March 31st were presented to the Board. These include the statement of expenses and revenues, a cash and investment summary, and a general ledger statement for the month of March. A motion was made to approve the financial report as it was presented. (Dunn/Jonas). The motion was approved.

Director's Report: The Library has been through two pay cycles with BenePay. The Director and Bookkeeper have been pleased with their responsiveness and accuracy of reporting. Most of the staff now access their paystub information online. The Mel Starr author presentation was held April 1st with 27 participants and was well received. The Director has confirmed a May 28th date with cartoonist Dave Coverly. Vicki VanAmeyden's exhibition of mixed media will be up until the end of April. The artist reception was held April 14th. Artist Eric Joseph's medieval period pieces are being exhibited on the upper level through mid-May. Mrs. Jasiak and volunteer Carl Smith conducted a successful ukulele workshop with 15 participants. Book Discussion and Guitar Jam Club programs continue to meet regularly. The summer reading schedule will be complete and available by the end of May; an ad will be submitted for the June issue of the Gull Lake Community Schools *The Communicator*. Newman Construction is expected to begin the shelving construction project mid/late May. The Director met recently with Ken Baker and Janine Cotugno. Their interest is primarily in developing additional finding aids and user guides for resources in the Local History Room. In his role as Southwest Michigan Library Consortium (SMLC) president, the Director presided over a recent council meeting. State Librarian Randy Riley was the guest speaker. The auditors also reported to the board regarding SMLC's 2014 audit. Meetings with Christine Berro continue on a regular basis.

Committee Reports:

- a. Personnel: The Personnel Manual has been returned from Lisa Godfrey and will be addressed at the May Board meeting.

Old Business:

- a. Director Objectives: Progress of these objectives will be reported at the May meeting.

New Business:

- a. Budget Planning for 2015/16-Meeting Dates: The Budget/Finance Committee will likely meet either April 22nd or 29th. Among the topics to be considered is extending the operating hours of the library.
- b. Communications-Summer Programs: Mrs. Jasiak and Ms. Glas are finalizing plans for the summer activities. They will also submit an ad to *The Communicator*.
- c. Aesthetics/Facilities: It was determined the height of the new shelving will be lowered.
- d. Other New Business: Treasurer Jonas lead a discussion on the potential uses of Miller/Hawk funds so it can better serve the children's programming needs in our Library.

Adjournment: There being no further business before the Board, a motion was made to adjourn the meeting at 7:16 PM. (Dunn/Brinkerhoff) The motion was approved. The next scheduled meeting is May 20, 2015 at 6:00 PM.

Respectfully submitted:

Larry Williams, President

Chris Cupper, Secretary

Approved: May 20, 2015, as amended