

Richland Community Library Board Minutes October 19, 2011

Members present: Cynthia Berg, Chris Cupper, Jill Gould, Judy Hobson, Raenell Kent (at 6:30 PM), Patrice Mindock, Larry Williams

Members absent: None

Others Present: Kay LaPierre

Call to order: President Mindock called the meeting to order at 6:02 PM.

Public Comment: None

Guests: Virginia Mejeur, President FOL

Review minutes of September 21, 2011: Minutes from the previous meeting were presented. A motion was made to approve the minutes. (Williams/Gould) The motion was approved.

Friends of the Library Report: Annual FOL Meeting is Tuesday, Nov. 8th at 7:00 p.m. Mrs. Mejeur reports membership is down, and would entertain ways in which membership could be increased. She presented new tote bags which are selling for \$5 and include membership in FOL.

Financial Report A preliminary report of revenues and expenses for the last twelve months was presented. As September is the end of the fiscal year, the numbers for September are not final at this point. Expenses for the month of September were also presented. A motion was made to approve the financial report as presented. (Williams/Mindock) The motion was approved.

Director's Report: Story times in the Children's Dept. were visited by the Richland Volunteer Firefighters in October. Danielle Caise submitted her resignation effective October 19th. Macie Jenkins and Maranda Glas will work together on programming for the teen department. Mrs. Carter facilitated a book discussion of Major Pettigrew's Last Stand on October 13th. The circulation staff participated in webinars on OverDrive. Congestion on the town square during the high school homecoming parade prevented access to the Library and also made it difficult for staff to leave at the end of the day. In the future, the Director has suggested closing the Library at 4:00 PM on the day of the homecoming parade. Staff evaluations have been completed as well as staff self-evaluations.

The Director attended the Southwest Michigan Library Cooperative Council meeting in Benton Harbor. The SWMLC will again offer \$1,000 grants for FY 2011-2012. Monies are earmarked for technology and collection development and/or professional development. The Director will attend the MLA conference October 26-29. Mrs. Hoyt and Mrs. Balcom will attend a MeL user's day in Lansing November 4th. Ms. Jenkins and Ms. Glass will attend the 2011 Youth Literature Seminar at the Fetzer Center on Nov. 4th as well.

Committee Reports: Committees should identify areas they would like to work on in the new year. Most of the committees will remain stable, with only some minor changes reflective of the changes in officers for the coming year.

Old Business: Board/Staff/Volunteer appreciation—Nov. 14, 2011: All Board, staff and volunteers have been notified of this annual event. Judy Nowak has been retained for her catering services.

New Business:

- a. 2011-12 Officers: Slate of officers for the coming year is: President/Larry Williams; Vice-President/Cynthia Berg; Secretary/Chris Cupper; Treasurer/Raenell Kent. A motion was made to accept the slate as presented. The motion was approved unanimously. In addition to current bookkeeper, Marsha Drouin; Larry Williams, President, and Raenell Kent, Treasurer, are authorized signatures on Richland Community Library financial accounts for fiscal year October 1, 2011 through September 30, 2012. Former President Patrice Mindock will now be taken off as a signature on financial accounts.
- b. 2011-12 Committee Assignments: Committee assignments for the coming year will remain essentially the same as in the past. A motion was made to approve these assignments. (Williams/Kent). The motion was approved.
- c. Library Leadership: A discussion ensued reflecting the current state of our Library. There is a sense that we have a strong fund balance, a staff that is service oriented and content in their positions, strong circulation figures and a loyal community. However, several items provide challenges for the future. How do we remain relevant, create a buzz in our community, as we move from a physical to digital content? With increased competition for shrinking resources, how do we remain a viable entity? What will our taxpayers want from us in the next 5-10 years? In what ways can we enlarge our vision? What kinds of programming will draw our community to the Library? It is the consensus of the Board that it is appropriate this discussion move to the Strategic Planning Committee before we can move forward on these issues.
- d. Other New Business: None

Adjournment: There being no further business before the Board, a motion was made to adjourn the meeting at 7:47 PM. (Hobson/Mindock) The next meeting is scheduled for November 16, 2011 at 6:00 PM.

Respectfully submitted,

Chris Cupper, Secretary

Patrice Mindock, President