

The Richards Library  
Board of Trustees Meeting Minutes  
Tuesday, May 3, 2022 @ 10:00 am

Present: Esther McTague, John Schroeter, Sarah Gebbie-Measeck, Suzanne Glebus, Susan Matzner, Mary Beadnell, Gina Colburn, and Shelby Burkhardt, Library Director

Excused: Becky Lawler

Meeting called to order at 10:05am

Consent agenda approved. Motion made by John and seconded by Suzanne and approved by board.

Public Expression: None

Correspondence: Northern Lifts will no longer service our elevators. They recommended Barrier Free Elevators to provide service. Barrier Free Elevators will do the 2 times yearly required inspections. We are waiting for a quote for costs.

Director's report:

- Discussion of inspections, repairs and service
- Gravel delivered to prevent basement leaking
- Wi-fi/ethernet internet issues April 19<sup>th</sup>-22<sup>nd</sup>, resolved.
- On-going programs listed on website, Facebook and flyers
- Take and make crafts available every Friday – very popular
- Reviewed statistics for the year, wi-fi usage increased due to patio usage.

Committee Reports:

- Personnel Committee: n/a
- Outreach: quarantine in place, 1 person died, but continue to get book requests.
- Policy: Board workshop on May 17 to review policies
- Ad Hoc: n/a
- Budget and Finance: n/a
- Building and Grounds: n/a

Old Business

- That's my Brick – potential display shown to Board by Director

New Business

- Library received a donation from Sarah F and will receive a thank you from the Director.
- Found an embroidery in small archive that needs to be restored. Will check with Bev Saunders to see if this is something she can do.
- The Compliance Officer will be the Board President.

Other Business:

- Shelby reported on the Warrensburg Town Meeting and Thurman Town Meeting
- Book Challenge Binder – this will be discussed at the Board workshop on May 17
- SALS Survey – waiting for survey

- Hickory Mountain – still waiting for response

Meeting adjourned at 10:55am (Motion by John, seconded by Mary).

**Approved by The Richards Library Board of Trustees on June 8, 2022.**