

The Richards Library  
Board of Trustees Meeting Minutes  
Tuesday, August 2, 2022 @10:00 am

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

Meeting called to order at 10:04am

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

Public Expression: None

Correspondence: Acceptance letter from SWDC to add more native plants and mulch to the rain garden

Director's report:

- Approved for SWCD grant
- Received check from SALS
- Northern Mechanical will replace condenser line sets in August
- Bev Saunders returned "Girl with Pearls"
- Donation of small exhibition case
- Programs for July and planned for August
- Jump in statistics for July

Committee Reports:

- Personnel Committee: n/a
- Ad Hoc: n/a
- Budget and Finance: n/a
- Building and Grounds: walk through with Ed Ostberg to identify signage locations. Door signs will have braille. John will remove hedge out front, fencing will be there.
- Outreach: Able to go into facility. Using interest cards to help identify what people want.
- Policy: Sexual Harassment Prevention Policy has been updated to separate reporting form. Mary made the motion to accept, seconded by John, and approved by board. Collection Development Policy/Binder is in progress.

Old Business

- FY 2022-2023 State Aid for Library Construction
  - Can only apply for new construction. Going forward to make library more accessible.
  - Looking into door openers, changing table for infants, Wayfinding and ADA signage
  - Motion to sign assurances for Construction Grant made by Susan, seconded by John and approved by board

New Business

- Electrical survey received, recommended carbon monoxide alarms be installed.
- Estimate from PCC Contracting for chimney cap repair
- PR & Advocacy Trustee Training

Other Business:

- Esther attended July Thurman Town Board Meeting, discussed trying to have a presence in Thurman
- Sue will attend the August Warrensburg Town Meeting
- Esther will attend the September Thurman Town meeting.

Public Expression: none

Next Board Workshop: August 16, 2022 At 10:00am

- Keep date open in case we need to work on construction grant.

Next Board Meeting : Tuesday, September 6, 2022 at 10:00am, Sara Dallas will attend.

Meeting adjourned at 11:00am (Motion by Susan, seconded by Suzanne).

**Approved by The Richards Library Board of Trustees on**