

The Richards Library
Board of Trustees Meeting Minutes
Tuesday, December 5, 2023

Present: John Schroeter, Sarah Gebbie-Measeck, Esther McTague, Mary Beadnell, Becky Lawler, Danielle Robichaud, Gina Colburn, and Shelby Burkhardt, Library Director

Excused Absent: Susan Matzner

Meeting called to order at 10:07am

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

Period Of Public Expression: None.

Sarah brought baked treats to thank the board for all the hard work they've done this year.

Correspondence:

- Letter from Olivia at Tesla. Shelby will respond that we are unable to accept their offer of a charger at this time, but will forward the information on to the Town of Warrensburg.
- Donation of 2 books from local author, Rachel Vogel, were accepted and she will be doing an author visit in the future.

Director's report:

- Reviewed the status of the elevator, working and inspected. Is used almost daily and running smoothly.
- Expects to hear from Paul Mays about the stakeholder meetings soon. Paul conducted 5 interviews and Shelby was able to make good connections with everyone afterwards.
- Reviewed updated job list for Andy.
- Went over programs that have occurred as well as upcoming ones. The homeschool meet-up went very well.

Committee Reports:

- Personnel Committee: n/a
- Ad Hoc: n/a
- Budget and Finance: met during the November workshop to plan for the FY 2024 and 2025 budgets
- Building and Grounds: n/a
- Outreach: John reported that only one person is participating at the moment. New people will be moving in so Shelby will send interest sheets along next time.
- Policy: n/a

Old Business

- None

New Business

- Board Meeting Schedule for 2024 - reviewed and changes made as needed.
- Draft Compliance Calendars for 2024 - reviewed
- Draft Budgets for FY 2024 and 2025 -

- Motion made by John and seconded by Danielle to enter Executive Session to discuss employee compensation. Passed by board.
- Motion made by John and seconded by Mary to exit Executive Session. Passed by board. No action was taken.
- Motion made by John and seconded by Mary to exceed the 2% tax cap levy for FY 2025. Passed by board.
- Elect Board Officers for 2024 - Motion by John, 2nd by Danielle to accept the slate of officers as follows:
 - Sarah Gebbie-Measeck as President
 - Mary Beadnell as Vice President
 - Susan Matzner as Secretary
 - Gina Colburn as Treasurer
 - Becky Lawler as Financial AdvisorPassed by Board.
- Compliance Officer Report - Sarah reported that no reports had been made this year.

Other Business:

- Town Board Meetings
 - Sue emailed a report on the November 8th Warrensburg Town meeting.
 - Sarah will attend the BOE meeting on December 11th.
 - Esther will attend the January 18th Thurman Town meeting.

Public Expression: none

Next Board Workshop set for January 23, 2024 at 10:00am

Next Board Meeting : Tuesday, January 9, 2024 at 10:00am

A motion was made by John and 2nd by Danielle to adjourn the meeting at 11:25 AM.

Approved by The Richards Library Board of Trustees on