

The Richards Library
Board of Trustees Meeting Minutes
Tuesday, May 7, 2024

Present: John Schroeter, Sarah Gebbie-Measeck, Esther McTague, Becky Lawler (via phone), Mary Beadnell, Gina Colburn, and Shelby Burkhardt, Library Director

Excused: Susan Matzner, Danielle Robichaud

Meeting called to order at 10:00 am

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

Period Of Public Expression: None

Correspondence:

- Donations in memorium

Director's report:

- Getting Back on Track meeting with Paul Mays May 22 (Wed.) at 11 am
- Reviewed pending signage package plans
- Sexual Harassment training for trustees and staff was completed April 16.
- Community Room has been used by Girl Scouts, In the Zone and private meetings
- April Programs were discussed
- Upcoming programs for May were discussed
- Statistics for the month were presented

Committee Reports:

- Personnel Committee: n/a
- Ad Hoc: n/a
- Budget and Finance: n/a
- Building and Grounds: n/a
- Outreach: nothing new.
- Policy: n/a

Old Business

- No new updates on Joint Automation (Sch'dy County withdrawal)
- 2023 End of Year Financial Statement and 990 tax return form were signed and submitted

New Business

- Reviewed *2023 Report to Our Community*. Motion to approve report as presented made by Mary, seconded by John and approved by board.
- Barrier free elevators - reviewed and approved quote for required test. Motion to re-designate remaining elevator door funds to elevator repair and maintenance made by John, seconded by Mary and approved by board.
- Discussed renewal of Carpenter & Associates Insuring Agency Commercial Package

Other Business:

- Town Board Meetings
 - Mary reported on the April 18 Thurman Town Meeting – shared flyers about Seed Library and *2023 Report to Our Community*.
 - Sarah will attend the Warrensburg Town Meeting on May 8.
 - Sarah will attend the WCSD BOE meeting on June 10.

Public Expression: none

Reminder WCSD Election on Budget and Propositions, Tuesday, May 21, from 12 -8 pm outside High School Gymnasium

Next committee meeting set for May 22, 2024 11:00am with Paul Mays in Comm. Room

Next Board meeting Tuesday June 4, 2024 at 10 am

A motion was made by John and seconded by Mary and approved by the board to adjourn at 11:05 am.

Respectfully submitted,
Esther McTague

Approved by The Richards Library Board of Trustees on June 4, 2024.