

Ruth Culver Community Library Board of Directors
September 20, 2023
6:30 p.m.

- 1. Call to Order** - The meeting was called to order at 6:30 p.m. by President Sue Lloyd.
 - 2. Roll Call** - Present: Sue Lloyd, Director Lauren White, Chris Bender, Laura Lang, Jessa Kinnamon & Stephanie Judge. Excused: Jeff Virchow and Jim Witecha. Carl Hoffman representing the Friends of RCCL was also in attendance.
 - 3. Public Notice of Agenda** - Motion by Jessa, second by Laura to approve the agenda as printed. Motion carried.
 - 4. Consider August 16th Minutes** - Motion by Laura, second by Chris to approve the minutes from the August 16, 2023 meeting. Motion carried. Stephanie and Jessa abstained.
 - 5. Public Comment** (Limit to 3 Minutes) - None.
 - 6. Consider Vouchers** - Motion by Laura, second by Sue to approve the vouchers. Motion carried.
 - 7. Comments from the Public/Library Board** - none.
 - 8. Reports**
 - A. Director's Report** - Lauren demonstrated one of the new Tonie boxes, they are in circulation and already being used. The sprinkler inspection was good, stains of the ceiling tiles were noted and will be monitored. The pipe inspection will take place early next year. The Bluey Party was very successful, next time a different venue will be considered to accommodate the large crowd. Heather Hass set up a cabinet for snacks for students with funding from No Child Goes Hungry, it is already being used, and sources for ongoing costs will be explored.
 - B. Village Board Report** - Work has started on renovation of Village Hall. The library budget will be presented to the Village Board on October 10th.
 - C. Friends of the Library Report** - Carl Hoffman reported that changing the golf outing to the middle of the summer was a success and they raised \$15,000. A member of the Friends who is a master gardener is putting together a plan for revitalizing the garden.
 - 9. Business**
 - A. Discuss/Consider Control Works Proposal** - The licensing for the updated computer program which controls the HVAC system costs \$4,500 for five years. Motion by Laura, second by Chris to approve adding the cost to the budget. Motion carried.
 - B. Discuss/Consider Volunteer Policy** - No changes were recommended.
 - C. Discuss/Consider Responsibility of Library Operations Policy** - Motion by Laura, second by Stephanie to make recommended change. Motion carried.
 - D. Discuss/Consider 2024 Budget** - Lauren explained changes in budget from the previous year. Motion by Laura, second by Sue to approve the budget as presented. Motion carried.
 - E. Discuss Library Director Annual Review** - Evaluations for staff and Board will be available by the beginning of October and results will be discussed at the October 18th meeting.
- Adjourn** - Motion to adjourn by Chris, second by Stephanie. Motion carried. The next meeting will be on October 18th at 6:30 p.m.

Submitted by,
Laura Lang, Treasurer