

Rhineland District Library Board of Trustees
Minutes for Regular Meeting

Tuesday, January 12, 2021, 2:30 PM
Rhineland City Hall
135 South Stevens Street
Council Chambers

Due to precautions concerning COVID-19 this meeting will only have a remote attendance option.

Details for attendance to the virtual meeting room are listed on a separate page accompanying this agenda.

1. Call to order/roll call

The regular meeting of the Rhineland District Library Board of Trustees was held on 1/12/2021. President Dennis Carriere called the meeting to order at 2:33 P.M. The meeting was properly noticed, and a quorum was present.

MEMBERS PRESENT: Dennis Carriere, Harry Whidden, Lloyd Gauthier, Laura Tooke Effinger, Carla Chropkowski, Brett Childs, Tom Kelly & Donna LeClair.

MEMBERS ABSENT: Cindy Skinner

DIRECTOR: Virginia Roberts

STAFF & OTHER GUESTS: Debbie Valine, Associate Director, Denise Chojnacki, Children's Librarian, Cathy Oelrich, Adult Services Manager. Peter Bolek from HBM.

2. Approve agenda

Kelly/Whidden motion to approve agenda. All Aye. Motion carries.

3. Approve December 15, 2020, Regular Board Meeting Minutes

Whidden/Tooke Effinger motion to approve the December regular board meeting minutes. All aye. Motion carries.

4. Introductions of guests in meeting

5. Review financial reports

a. Review / approve "City Fund 203 - Library Operations Fund" report

Chropkoski/Gauthier motion to approve City Fund 203 – Library Operations Fund. All aye. Motion carries

b. Approve "RDL -- City Accounts" bills and claims

Kelly/Chropkoski/ motion to approve RDL – City Accounts bills and claims. All aye. Motion carries.

Kelly/Whidden motion to approve payment of the Victory Janitorial invoice in the amount of \$114.28. All aye. Motion carries.

c. Approve "RDL -- Board Accounts" bills and claims

Kelly/LeClair motion to approve RDL – Board Accounts bills and claims. All aye. Motion carries.

d. 2020 Routes to Recovery Budget Amendment

Kelly/Tooke Effinger motion to approve 2020 Routes to Recovery Budget Amendment as stated. All aye. Motion carries.

6. New Business (discussion and action, if any)

a. Election of officers

Whidden/Kelly motion to move the election of officers until the February meeting. All aye. Motion carries.

b. Review and Update Board Information (Appendix 7)

Kelly/Whidden motion to move the review and update board information, RDL Policy and Trustee Essentials to February or March meeting. All aye. Motion carries.

c. Review RDL Policy

i. Chapter 1—Bylaws

ii. Chapter 4 Personnel

d. Trustee Essentials

i. 1 & 2

ii. 6 & 7

e. Community engagement – Heads up that there was an article in the River News, so the public will be looking for a survey in the near future.

f. Grant requests

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Kelly/Tooke Effinger motion to approve the Director to submit grant for \$950 for the installation of the new water fountains. All aye. Motion carries.

g. Director's annual evaluation

7. Old Business

a. Library open

8. Management reports

Whidden/Kelly motion to accept management reports as presented. All aye. Motion carries.

a. Director's Report

b. Adult Department Report

c. Children's Department

9. Property committee report – nothing to report

10. Foundation Report—No RDLF meeting until February – HBF raised over \$20k in first month.

11. Friends Report

12. Building committee--Next meeting January 14, 2021

a. HBM

13. OCLB—Next Meeting February 11

14. Town representatives report

Gauthier will not be seeking re-election. Will alert his town they need to seek a replacement for his seat. Childs also will not be seeking re-election. The mayor is aware of his decision.

15. Items for future agenda

16. Adjourn

Meeting was adjourned at 3:53pm.

Approved:

Dennis Carriere, President or Donna LeClair, Vice President

Virginia Roberts, Director

Date: _____