

Rhineland District Library Board of Trustees

Minutes for Regular Meeting

Tuesday, April 13, 2021, 2:30 PM

Rhineland City Hall

135 South Stevens Street

Council Chambers

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

1. Call to order/roll call

The regular meeting of the Rhineland District Library Board of Trustees was held on 4/13/2021. President Tom Kelly called the meeting to order at 2:30 P.M. The meeting was properly noticed, and a quorum was present.

MEMBERS PRESENT: Tom Kelly, Harry Whidden, Donna LeClair, Cindy Skinner, Diana Harris, Brett Childs, Dennis Carriere, Laura Tooke-Effinger, Carla Chropkowski, Lloyd Gauthier.

DIRECTOR: Virginia Roberts

STAFF & OTHER GUESTS: Debbie Valine, Associate Director, Cathy Oelrich, Adult Services Manager. Jamie Taylor from the Northwood River News. Approve agenda

Kelly/Chropkowski motion to approve agenda. All aye. Motion carries.

2. Approve March 9, 2021, Regular Board Meeting Minutes

Gauthier/Whidden motion to approve the amended March Regular Board Meeting Minutes. All aye. Motion carries.

3. Introductions of guests in meeting

Cathy & Mark Krupinski, former library staff and spouse.

4. Review financial reports

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

Kelly/Whidden motion to approve City Fund 203 – Library Operations Fund. All aye. Motion carries.

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

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

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

Kelly/Chropkowski motion to approve RDL – Board accounts bills and claims. All aye. Motion carries. Kelly/Whidden motion to approve payment of Per Mar security bill. All aye. Motion carries.

d. Approve Fund Equity transfers

Kelly/Whidden motion to approve fund equity transfers proposed to the board. All aye. Motion carries.

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

a. Building re-opening – **Level 3**

i. Policy review

ii. Safety measures in place

b. Inservice training April 16, 2021

c. Review RDL Policy , Chapter 1—Bylaws – **Moved to May Meeting**

d. Chapter 4—Personnel – **Moved to May Meeting**

e. Trustee Essentials 1 & 2 – **Moved to May Meeting**

f. Future Board Meeting times – **Town of Newbold didn't want to appoint a person to their seat that would require a time change of the meeting. Meeting time and date will stay as is.**

g. Foundation Requests

Kelly/LeClair motion to approve asking the foundation to fund updating of bulletin boards & command center reconfiguration. All aye. Motion carries.

6. Old Business

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7. Management reports **Kelly/Whidden motion to accept reports as written. All aye. Motion carries.**
 - a. Director's Report
 - b. Adult Department Report
 - c. Children's Department
8. Property committee report
 - a. Pelham Property
 - b. Utility consumption review
9. Foundation Report – **Just 1st starting capital campaign to raise money for upgrading phone system, electrical and wiring. Goal of \$15k**
10. Friends Report – **Reopening the bookstore in early May.**
11. Building committee—April 22, 2021, 10:30am
12. Town representatives report
13. Formal recognition of Service – **LeClair will oversee going forward**
14. Items for future agenda
 - a. *presentation Property Manager*
 - b. *Adding back in public agenda section*
15. Adjourn
Meeting was adjourned at 3:20 P.M.

Approved:

Tom Kelly, President or Donna LeClair, Vice President

Virginia Roberts, Director

Date: _____