



MINUTES

Richland Public Library Board

Library Conference Room A – 955 Northgate Drive

December 10, 2024, 5:30 – 6:30 PM

Richland Public Library Regular Board Meeting – 5:30 p.m.

Chair Buxton called the meeting to order at approximately 5:30 p.m.

Attendance

Chair Buxton and Board Members Isakson, Lightner, and Pickel were present. Also present was Library Manager Nulph and Administrative Assistant Christian.

Vice-Chair Hernandez and Council Liaison Kent were absent.

Approval of Agenda Lightner

1. **BOARD MEMBER PICKEL MOVED AND BOARD MEMBER LIGHTNER SECONDED THE MOTION TO APPROVE THE AGENDA AS IS. THE MOTION CARRIED 4-0.**

Approval of Minutes Isakson

2. **CHAIR BUXTON ASKED FOR A MOTION TO APPROVE THE MINUTES OF THE NOVEMBER 12, 2024 MEETING. BOARD MEMBER ISAKSON MOVED AND BOARD MEMBER PICKEL SECONDED THE MOTION TO APPROVE THE MINUTES OF NOVEMBER 12, 2024 AS IS. THE MOTION CARRIED 4-0.**

Richland Public Library Staff Updates

3. RPL Staff Update –
User Experience Supervisor Michael Scarfo was out sick and will be rescheduled for a later date.
4. December 2024 Library Manager's Report –
Library Manager Nulph discussed printing and payment service changes that will be taking place in the coming weeks. The library will also be replacing self-check machines that are no longer functioning properly. The new ones will be installed the beginning of January.

The library is working with Fizz, an area business, and providing a coupon for a free drink when patrons checkout 10 or more children's books. The library hopes to continue this partnership with local businesses.

Library Manager Nulph gave an update on library programming, the Friends of the Library, as well as monthly statistics from November 2024 for the library.

Approval of Bills

5. Approval of Bills November 2024 -

BOARD MEMBER LIGHTNER MOVED AND BOARD MEMBER ISAKSON SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR NOVEMBER IN THE AMOUNT OF \$152,972.93. THE MOTION CARRIED 4- 0.

Approval of Bills December 2024-

BOARD MEMBER ISAKSON MOVED AND BOARD MEMBER PICKEL SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR DECEMBER 2024 IN THE AMOUNT OF \$125,458.54. THE MOTION CARRIED 4- 0.

New Business

6. Proposed Amendment to Circulation and Non-Resident Policies Connected to Reciprocal Borrowing –

With the reciprocal borrowing agreement moving along, a few changes will need to be made to the Circulation and Non-Resident Policies. The Interlock Agreement will be presented at the December 17, 2024 City Council Meeting.

BOARD MEMBER LIGHTNER MOVED AND BOARD MEMBER ISAKSON SECONDED THE MOTION TO APPROVE THE AMENDMENT TO THE CIRCULATION POLICY CONTINGENT ON CITY APPROVAL AT THE DECEMBER 17, 2024 CITY COUNCIL MEETING. THE MOTION CARRIED 4-0.

BOARD MEMBER LIGHTNER MOVED AND BOARD MEMBER ISAKSON SECONDED THE MOTION TO APPROVE THE AMENDMENT TO THE NON-RESIDENT POLICY CONTINGENT ON CITY APPROVAL AT THE DECEMBER 17, 2024 CITY COUNCIL MEETING. THE MOTION CARRIED 4-0.

7. RPL 2025 Action Plan Draft –

Library Manager Nulph presented a draft of the 2025 RPL 2025 Action Plan.

Agenda Items for Upcoming Board Meeting

8. Three Boards Meeting Agenda

Adjournment

Chair Buxton adjourned the meeting at 6:22 P.M.

APPROVED:

Karen A. Buxton
Karen Buxon, Library Board Chair

ATTEST:

Kylie Christian
Kylie Christian, Administrative Assistant

DATE APPROVED: January 14, 2025

DATE PUBLISHED: January 16, 2025