



MINUTES

Richland Public Library Board
Tuesday, March 10, 2026
Richland Public Library ~ Conference Room A
955 Northgate Drive

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

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

Attendance: Chair Hernandez	Present
Vice-Chair Pickel	Present
Board Member Buxton	Present
Board Member Fisher	Present
Board Member Isakson	Absent
Council Liaison Maier	Present

Also present were Library Manager Nulph, Librarian Mary Brown-Elmore, and Administrative Assistant Christian.

Approval of Agenda

BOARD MEMBER BUXTON MOVED AND VICE-CHAIR PICKEL SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. MOTION CARRIED 4-0.

Approval of Minutes

- 1. BOARD MEMBER FISHER MOVED AND BOARD MEMBER BUXTON SECONDED THE MOTION TO APPROVE THE MINUTES OF JANUARY 13, 2026 AS PRESENTED. MOTION CARRIED 4-0.**

Richland Public Library Updates

2. Richland Public Library Staff Update

Community Engagement Librarian Mary Brown-Elmore discussed the reoccurring programs that she hosts throughout the year. Mary also creates different bulletin boards displays around the library. These are changed monthly and each display reflects events for the month.

3. Library Manager's Monthly Report and Library Statistics Report from February 2026

The Lawn soft-opened on February 23 and the grand opening celebration was March 7, and had a great turnout.

The celebration of the library's 75th anniversary is on Friday, May 1, 4:30 p.m. to 7:30 p.m. There will be celebrations from each decade that the library has been opened.

The Community Engagement team has done a great job with the current supervisor's vacancy in the department. Community Engagement team members and library supervisors have been taking on the extra tasks while a replacement is found.

Public Comments

None.

Approval of Bills

- 4. BOARD MEMBER BUXTON MOVED AND VICE-CHAIR PICKEL SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR JANURAY 2026 IN THE AMOUNT OF \$358,490.39. THE MOTION CARRIED 4- 0.**

BOARD MEMBER BUXTON MOVED AND VICE-CHAIR PICKEL SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR FEBRUARY 2026 IN THE AMOUNT OF \$137,623.39. THE MOTION CARRIED 4- 0.

Unfinished Business

5. Recruiting Library Board Members

Board Member Buxton created a one-page summary of the roles and responsibilities of a Richland Public Library Board of Trustee member. The idea is to have a member of the Library Board at various library events or outreach to educate and recruit future board members.

New Business

6. Library Board Presentation to Council

Chair Hernandez will be sharing the Board of Trustees 2025 Operating Report to Council on March 17, 2026.

7. Library Capital Improvement Program

The library plans to apply for the Library Capital Improvement Program Grant with a vote from the Board endorsing the application. The grant will provide play equipment for The Lawn. The grant will be presented to Council on March 17, 2026. If approved by both the Library Board and Council, the library will move forward with submitting the application for the grant.

CHAIR HERNANDEZ ASKED FOR MOTION TO APPROVE THE LIBRARY APPLYING FOR THE CAPITAL IMPROVEMENT PROGRAM GRANT PENDING CITY COUNCIL APPROVAL. VICE-CHAIR PICKEL MOVED AND BOARD MEMBER BUXTON SECONDED THE MOTION. THE MOTION CARRIED 4-0.

8. Reciprocal Borrowing Agreement

The reciprocal borrowing agreement was presented for Board approval. This agreement will then go to City Council for approval on March 17, 2026.

BOARD MEMBER FISHER MOVED AND BOARD MEMBER BUXTON SECONDED THE MOTION TO APPROVE THE RECIPROCAL BORROWING AGREEMENT AS IS. THE MOTION CARRIED 4-0.

Agenda Items for Upcoming Board Meeting

Adjournment

Chair Hernandez adjourned the meeting at 6:29 P.M.

APPROVED:

Cara Hernandez
Cara Hernandez, Library Board Chair

ATTEST:

Kylie Christian
Kylie Christian, Administrative Assistant

DATE APPROVED: April 14, 2026

DATE PUBLISHED: April 14, 2026