Richburg Colonial Library

Board Meeting Minutes

May 21, 2025

**Board Members Present:** Michelle Robinson, Secretary; Susan Day, Vice-President, Rose Dunn, Treasurer, Melissa Ball, Trustee, Shiloh Mannix, President

**Call to Order:** The meeting was called to order at 5:39 pm by Shiloh Mannix.

**Approval of Minutes:** A motion to approve January minutes was made by Susan Day and seconded by Rose Dunn.

**Treasurer’s Report:**

* $49,472.39 in money market account
* Steph is still processing the soup & sandwich event
* Maintenance fees, routine, pay checks have come out

A motion to approve the treasurer’s report was made by Michelle Robinson and seconded by Susan Day.

**Director’s Report:**

Circulation: 782

Holds RIL filled for other libraries: 60

Holds/items received (from other libraries to fill): 187

Holds placed for items on STARCAT for RIL: 80

Added items: 19

New Patrons: 0

Computer use: 40

Overdrive/Libby

eBooks/audiobooks: 74

Magazines: 3

Video/DVD: 164

* Ongoing/Upcoming Events:
  + Granny squares needs rescheduled
  + May 24th Felting Class
  + June 7th Yard Sale
  + June 14th Chalk Couture
  + Soup & Sandwich profit $371.84
    - Next year we will make a flyer and connect with the Manor
  + June 25th Bwana Jim
  + July 17th Generations is book for Music on the Lawn
  + Cameras have been hung by Steve Dunn
  + Music on the Lawn – Shiloh will mail postcards to donors from last year. Yvonne will update the letter.
  + Construction aid grant

A motion to approve the Director’s report was made by Susan Day and seconded by Michelle Robinson.

**President’s Report:**

* Old Business
  + - 3 interior, 1 exterior (Steve will install more).
    - We need out website updated (Board Goals, Hours, Annual Report)
    - Rob will look at the down spout
    - Shiloh will call Jamie B. re: finishing project, take a look @ insulating addition in the entryway
* New Business
  + Construction Grant due June 13th
  + Manley Grant – shed with lean-to (pavilion) or an hour sign
  + We need to re-do the policy manual
  + Friends of the Library – Yvonne will post on Facebook for interested community members
  + Music on the Lawn – hot dogs, sloppy joes, drinks, chips, burgers, ice cream sundaes
    - Ray has the tents
    - Shiloh has tickets

**Adjournment:**

There being no further business to come before the committee, the meeting was adjourned at 6:50 pm by Shiloh Mannix.

**Next meeting will be June 10, 2025**

Minutes submitted by Michelle Robinson