

**RICHMOND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES OF SEPTEMBER 28, 2015**

The meeting was called to order at 9:16 AM. Chair Janice Weekes; Peter Mulhall, treasurer and Jonathan Bloom, secretary were in attendance.

RECOGNITION OF GUEST(S): none

PUBLIC COMMENTS: none

ACCEPTANCE OF PREVIOUS MINUTES: It was moved, seconded and approved to accept the minutes of August 24, 2015.

TREASURER'S REPORT. There was no August report, so Peter's report represented 2 months of activity. One check was written from the renovation account for the new rug in the childrens' room. Peter reported that the Operating Account balance stands at \$17,611.88, with an additional \$3541.75 in a virtual account for donations for the Library Renovation Fund. In addition, the Librarian's Account balance stands at \$1276.50, for a total of \$22,340.13. Spending from the Librarian's account slowed because Wendy is gone; but the balances are healthy, but we are at the beginning of the (expensive) heating season. It was moved, seconded and approved to accept the Treasurer's report.

The 2016 Budget is due either Monday October 5th or Wednesday October 7th. We will meet on October 6 at 9 AM to approve the budget before submitting the budget to the Town.

LIBRARIAN'S REPORT. There was no Librarian's report as we have no librarian, but Jan kept us up to date on the library status. Susan Wyatt has been filling in but will not be able to continue working on weekdays after the end of September. Trish Newton, who has volunteered in the past), will take over Susan's weekday hours until we are able to hire a new librarian, and Susan will continue on Saturday mornings. Other volunteers are also filling in, particularly Elaine Moriarty for the Wednesday morning early childhood literacy program and Melody Ayotte.

Archives; Wendy, working with Jenna, has finished boxing up the paper materials from the archives; we now need to reconfigure the downstairs space.

Jan looked at the website and realized that there is no longer a mission statement; we need to work on the website, and add the donor list as well as updating information about the librarian position.

We have not yet received any word about our grant application, but maybe we will hear in October.

August Book Sale and Raffle Results; Wendy reported in an email on the results and suggested changing hours of the sale. Both our raffle and book sale receipts were down this year. Combined with the book sales throughout the year, the book sale raised about \$296, and the raffle \$195. Wendy suggested for next year checking in with the Fire Department about the types of things they are doing- they had a raffle table and craft table too. Wendy would definitely switch the hours of the sale to mirror the BBQ hours more closely- maybe something like 10:30-2 rather than the 8-2.

The duct from the furnace still needs to be fixed.

OLD BUSINESS

- Review of applicants for Librarian position; three applicants: only two submitted resumes: Hillary O'Brian, Paul Dobbs. After meeting with Paul on Sunday, we decided to offer the position to Paul. If he accepts, we will then write to Hillary, thanking her for her application.
- WiValley replacement? Fairpoint or Time Warner. Contract over Dec. 3 with Wivalley; comparable on cost. A motion to cancel Wivalley and reopen the Time Warner account for phone and internet was moved, seconded, and approved.
- The shed door is fixed, but we still need to put up a Handicap sign. The cost was paid entirely by woman who damaged it directly to town.
- History wall subject: Old House/Old Roads
- We will ask Jim Magoon to do wiring in the Edith Atkins room; then ask Dan to do renovations
- Rooster Article: once we have a decision from Paul, we will write a Rooster article

NEW BUSINESS:

- Capital Improvement Plan requests for 2016 need to be made. We discussed the painting and repair of exterior, porch; step outside front door; replacement windows, renovation of shed area. Other exterior projects include replacing the steeple, and the shutters (which are in the attic).
- A motion was made to request money on the Town Warrant for sanding the floor of the main room; it was seconded and approved.
- Library hours: We should wait until we have a new librarian to discuss changing the Library hours.

MONETARY GIFTS/DONATIONS

No monetary gifts were received.

Our next board meeting is scheduled for Tuesday October 27, 2015 at 9AM.

The meeting was adjourned at 10:45 AM

Respectfully submitted
Jonathan Bloom, Secretary

