Richmond Public Library
Board of Trustees Meeting
Minutes of Jan. 8, 2018

The meeting was called to order at 9:40 AM. Peter Mulhall, Chair; Jerry Mills, Secretary; and Wendy O'Brien, Librarian, were in attendance.

Recognition of Guest(s): None

Public Comments: None

Acceptance of Previous Minutes: It was moved, seconded, and all voted in favor to accept the minutes of Nov. 24, 2017. **Treasurer's Report:** **Kathleen** provided the Financial Report with balances for the various library accounts with $14,474.06 in the Operating Account and $1762.70 in the Librarians' account. There was $16,236.76 in the checking account.

Status of Library:

- A State sponsored 3D printer program will be demonstrated the third week of February at the Library by Wendy.
- Programming: The Coffee Hour and the Knitting Group programs both continue with good attendance. Teen Pizza Night went well.
- Archives: The Town's computer consultant has been hired to analyze one of the Library's units which had failed.
- Wendy and Bonnie will continue to work on the files for the archives during 2018. The David Frampton exhibit is currently on display at the Library. Wendy has booked a traveling exhibit of children's artwork from Estonia for 2019.
- Retention Committee: Wendy has photocopied the minutes of the Library Trustee Meetings from the 1970s and 1980s that Annette did not have at Town Hall.
- Hayden Budzik's bulletin board Eagle Scout project is undergoing further changes and a design was accepted by the attendees.
- Wendy is unable to find an electrician willing to work on lighting issues in the Children's Room. Jerry will contact another electrician to see if he is available. Additional quotes are still needed for the painting of the outside of the Library this year. To date Wendy's efforts to avoid frozen pipes in the Library have been successful.
- A motion was made, seconded, and all voted in favor of accepting the Librarian's report.

Old Business:

- Outside Maintenance: Reviewed status of projects: Porch exit repairs; step to Library entrance repair; trim boards to be replaced/repaired; buried water lines to await next freeze condition to be addressed; shed repairs; painting the Library; window replacements.

New Business:

- Transfer of old missing Trustee Minutes was approved and request was signed. Copies will be given to the Town Clerk.
- Peter will complete the Financial Report for 2017. He also signed the Library Use Application form that was voted on and approved by the Trustees.
- Wendy will complete the 2017 Library Report.

Monetary gifts/donation(s): Donations were accepted from the Blooms, the Woodwards, and the McCarthys. Jerry will forward Thank You letters.

Our next board meeting is scheduled for Monday, Feb. 19, 2018 at 9:30 AM.

Meeting adjourned at 10:15 a.m..

Respectfully submitted,

Jerry Mills, Secretary