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Richmond Town Clerk
By AT Date: 10/30/17

Richmond Public Library
Board of Trustees Meeting
Minutes of Oct. 23, 2017

The meeting was called to order at 9:30 AM. Peter Mulhall, Chair; Kathleen Whitham, Treasurer; 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 Sept.11, 2017. **Treasurer's Report:** **Kathleen** provided the Financial Report with balances for the various library accounts with $16,851.96 in the Operating Account and $3,558.65 in the Librarians's account. It was moved, seconded, and all voted in favor to accept the Treasurer's report.

Status of Library:

- A revision to the By-Laws was reviewed and accepted by all..
- Programming: The coffee hour and the knitting group programs both continue with good attendance Teen Pizza Night went well. Pam Goodell's book signing on 10/17 was well attended.
- The Humanities to Go Program at the Vet's Hall for "Poor Houses and Town Farms" was discussed as were ideas to improve these programs.
- Wendy and Bonnie continue to work on the files for the archives.
- Wendy provided numerous items from the archives to assist Jerry with a project on the Town Pound. Additional materials for the Telephone Building project are also being retrieved.
- Hayden Budzik's bulletin board Eagle Scout project is continuing and Steve La Flam is coordinating with Hayden thru Wendy.
- Pest Control: traps in the crawlspace area are being closely monitored.
- A motion was made, seconded, and all voted in favor of accepting the Librarian's report.

Old Business:

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- **Outside Maintenance: Bids for several projects will be presented to the Selectmen.**

New Business:

- The 2018 budget was discussed in detail. Major concerns: New water supply piping:

work to be completed on the shed: exterior painting: replacement windows in the main section of the Library: repairs to the emergency exit/stairway.

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Monetary gifts/donation(s): None.

Our next board meeting is scheduled for Friday, Nov. 24th., 2017 at 9:30 AM.

Meeting adjourned at 10:27 a.m..

Respectfully submitted,

Jerry Mills, Secretary