

**Richmond Public Library
Board of Trustees Meeting
Minutes of Oct. 29, 2018**

The meeting was called to order at 9:30 AM. Peter Mulhall, Chair; Jerry Mills, Secretary; and Wendy O'Brien, Librarian, were in attendance.

Recognition of Guest(s): Doug Bartlett (new member of RPL to be sworn in asap).

Public Comments: None

Acceptance of Previous Minutes: It was moved, seconded, and all voted in favor to accept the minutes of Sept. 24th, 2018. **Treasurer's Report: This report to be reviewed at the next meeting due to time constraints.**

Status of Library:

- Advertising: Wendy and Dixie Gurian are working on this subject.
- Programming: The Coffee Hour and the Knitting Group programs both continue with 6 regularly attending. Teen Pizza Night continues with 4 attending. On Oct. 9th a new book club met with 6 people attending and 11 on their email list. Next meeting is Nov. 13th. Story hour is active with 3 families per week.
- Archives: The Past Perfect data has been restored from backups but the images were not recovered. This means photos will have to be scanned again but the descriptions were salvaged. Wendy will meet with the Retention Committee on Oct. 29th to cover approximately 125 boxes of archives that are relevant to specific departments in the town.
- Exhibits: In Jan. 2019 a traveling exhibit of Estonian children's original art will be at our library. Wendy is planning a Richmond artists' exhibit. Additionally, she is thinking of having a "What did you find in your yard" program in which people could bring in items that they unearthed and bring them in for possible identification and sharing. Finally, she has started taking an online exhibit course through the American Association for State and Local History.
- Building Issues: Steve has finished several repair projects. Chip Adams will be removing two loads of books from the shed so Steve can proceed with repairs there. The projects for the Capital Improvement Plan were addressed for review with the Selectmen on Nov. 5th.
- A motion was made, seconded, and all voted in favor of accepting the Librarian's report.

Old Business:

- None

New Business:

- Outdoor projects were reviewed with painting, step replacement, and some emergency exit repairs having been completed. Shed repairs, tree concerns, and other items discussed. Current issues with rodent control were covered. The old step stone to the Library was discussed and plans are to move it further into the garden area and possibly have a plaque placed on it next Spring.
- Peter is working on financial record keeping. Budgeting items for FY2019 were discussed in depth.

Monetary gifts/donation(s): None

Our next board meeting is scheduled for Nov. 13th at 9:30 a.m.

Meeting adjourned at 11 a.m..

Respectfully submitted,

Jerry Mills, Secretary