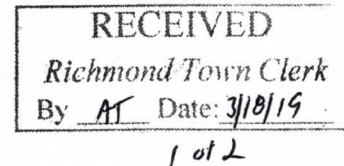


**Richmond Public Library  
Board of Trustees Meeting  
Minutes of March 12th, 2019**



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

**Recognition of Guest(s): John Lewis**

**Public Comments:** Mr. Lewis was in attendance to learn more about the RPL Trustee meetings.

**Acceptance of Previous Minutes:** It was moved, seconded, and all voted in favor to accept the minutes of Jan. 28th 2019. **Treasurer's Report:** Doug gave the report with **\$13,762.00** in the Operating Account and **\$2,106.24** in the Librarian's Account. It was also accepted by the members attending.

**Status of Library:**

- The Library received a check from Keviin Towle which is greatly appreciated. Wendy has put together an email newsletter for the Library using the free MailChimp mailing service. These will be sent about every two weeks.
- Programming: The Coffee Hour and the Knitting Group programs both continue with 10 regularly attending. Teen Pizza Night continues with 11 attending. The new book club meetings continue with 10 attendees. Story hour is active with 3 families per week. Trish Newton and her group of volunteers have helped tremendously with preparations for recent events. The seed starting workshop was held and 12 families signed up. The Feb. school vacation party was a huge success with 16 kids participating.
- Archives: Many boxes of archives have been retrieved and returned to Keene. The scanning of photos is the next large project being worked on by Wendy and Doug soon. A discussion on archival parameters and distribution/retention took place at length in conjunction with the RHS and inventories of RHS materials are in progress. Wendy is reviewing with the Retention Committee specifics involved with the Town Departments. Wendy attended a workshop in Concord regarding the Digital Library of America and the digital historical collections of NH.
- Exhibits: Wendy is planning a Richmond artists' exhibit on April 2 at 6:00 and Jean Tandy is helping her. Wendy is completing an online exhibit course through the American Association for State and Local History and the first exhibit will center around the Quakers in Richmond. This exhibit is planned for May or June.
- Building Issues: Books have been removed from the shed, Steve checked its foundation and found no damage. The projects for the Capital Improvement Plan were reviewed with water line issue has been resolved. Steve has plans to correct the railing on the back porch soon.

- A motion was made, seconded, and all voted in favor of accepting the Librarian's report.

**Old Business:**

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- Peter continues to work with Doug on the financial accounts,

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**New Business:**

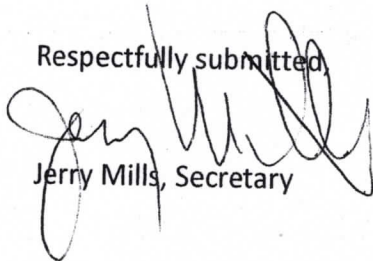
- Outdoor projects were reviewed. Shed repairs are complete indoors and a quote from Steve LaFlam for work to replace the bottom of the building siding and trim was submitted. Steve has requested a deposit from the RPL before work begins.
- Peter is working on financial record keeping with Doug. Budgeting items for FY2019 were discussed. Records were turned over to Doug and Wendy from Peter.

**Monetary gifts/donation(s):** A thank you letter will be sent to Kevin A. Towle for his donation.

Our next board meeting is scheduled for April 22 at 9:30 a.m.

Meeting adjourned at 10:35 a.m..

Respectfully submitted,

  
Jerry Mills, Secretary