

**Richmond Public Library  
Board of Trustees Meeting  
Minutes of May 14, 2018**

The meeting was called to order at 10:33 AM. Peter Mulhall, Chair; Sheldon Perry, 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 April 2nd, 2018. **Treasurer's Report:** Peter reviewed the Financial Report with balances for the various library accounts with \$7,818.32 in the Operating Account and \$3,369.23 in the Librarians' account. There was \$11,187.55 in the checking accounts. The Treasurer's report was accepted.

**Status of Library:**

- Snow Closure Policy: The policy was submitted for review and after minor changes it will be voted on at the next meeting.
- Programming: The Coffee Hour and the Knitting Group programs both continue with good attendance. Teen Pizza Night had 6 attendees and after May it will be suspended until the fall. Preschool programming on Wednesdays continues. Cameron Prior from the Richmond Police Dept. is holding monthly programs, the 1<sup>st</sup> is May 19. He will make a presentation on scams that target senior citizens. The Volunteer of the Year Award will be presented to the Weekes at the Heritage Commission's Civil War program in July.
- Archives: The Library Archives Plan for 2018-2019 was submitted for review and will be discussed in depth at the next meeting. Sheldon has set up the new computer and this should make it possible to get us back on track.
- Wendy, Sheldon, and Bonnie will continue to work on the files for the archives during 2018.
- Building Issues: Hayden Budzik, our Eagle Scout volunteer, has resubmitted plans for the outside bulletin board. Placement is to be perpendicular to the Library front step. Steve La Flam will coordinate this project this summer. Air conditioners will be installed in the next few weeks.
- Summer Reading Program: A musical theme is underway for this program utilizing several local artists as well as a small "readers theater". A wrap-up party is now scheduled on Sat. August 18<sup>th</sup> with the Parks and Rec. Committee.
- A motion was made, seconded, and all voted in favor of accepting the Librarian's report.

## **Old Business:**

- Transition of Sheldon to checking account responsibilities was discussed in depth.

## **New Business:**

- Peter reviewed in depth the outdoor projects that are to proceed this year.
- Peter will coordinate with Sheldon on financial record keeping.
- The plaque for the Library will be a gift from the Richmond Historical Society. The members were shown a printout of the plaque that is now being made in R.I. A new sign for the Quaker Cemetery was briefly discussed regarding its placement.

**Monetary gifts/donation(s): Mr. Kevin A. Towle sent a check to the Library in appreciation of services provided. A letter of thanks to him will be sent asap.**

Our next board meeting is scheduled for Monday, June 25th, 2018 at 9:30 AM.

Meeting adjourned at 11:55 a.m..

Respectfully submitted,

Jerry Mills, Secretary