

Richmond Free Public Library Trustees' Meeting

2821 State Road, Richmond

Sept. 5, 2019 5:00 pm

Call to order: 5:10 pm

Attendance: Nanci McConnell, Kathryn Wilson, Kristin Smith, Candy Mountain (Absent: Lisa Donfried)

Approval of June's minutes: approved

Correspondence: None

Old Business/Director's Report (Kristin):

- **Summer Reading program:** 26 kids signed up, 9 completed program, Candy giving out certificates.
- **Animal Experience** (July 6th): 55 attendees, program well received
- **ARIS contract:** Lisa has signed new application with ARIS (Annual Report Information Survey)
- **Future Staffing:** Deborah is possibly leaving next summer but could stay on as an on-call substitute. Monique is still on-call as a substitute too. Candy wants the same number of hours next year. Kristin and Lucy could both take more hours. Peter is still on staff too.
- **Winter meeting dates:** in the past, some meetings were canceled during the winter months. After some discussion and considering that there will be a lot of business as the Building Committee makes progress, it was decided to meet in all 12 months in the coming year. Trustees who are out of town could phone in if necessary. Meetings on certain months may be shifted or canceled if needed.
- **Book Home Bound Delivery:** a few people have come in to volunteer to drive for this service, but no one has asked yet for the service to be delivered to their house.
- **Refrigerator:** the old refrigerator in the back room is no longer used because of unclean (mouse droppings inside!) and mold, but it cannot be unplugged because it is too heavy for staff to move to reach the plug. It also uses a lot of electricity because of its age and the town pays that bill. Landlord Margie Baldwin can get a rebate from Eversource for \$100 by the end of Sept (or \$75 if later than that) if she unplugs and removes this energy waster. She is the only one who can get the rebate (which could be used to dispose of the unit) as she is the property owner and it is only given to homeowners. She would have to remove it and have it put in front of her house to qualify for rebate. No replacement refrigerator will be purchased as we have a mini-fridge already.
- This winter, we should send out a **postcard** (featuring side-by-side bookmarks?) to advertise the library's services and new contact information. Candy and Kathryn to work on this.
- **Lively World** event: author **Carolyn Brancato** (The Circus Pig and the Kaiser) will be at the library on Sat Oct 26 at 11:00 am
- **Genealogy workshops** (with Alan Horbal) are scheduled to start next week to run on Thursdays from 4-6 pm. They may need to be cancelled if more patrons don't sign up. Only two signed up so far.
- **Richmond Cultural Council** events applications are due by Oct 15th.

Municipal Building Committee: (Kathryn reporting) – OPM (Owner's Project Manager) has been chosen and Selectmen/Town Administrator are working on a contract. The firm P3 (has worked on many library projects in western Mass including Monterey) will help guide us through selection of Design firm to get us to next May's town meeting with designs/costs for vote on funding. **Next MBC meeting is on Tues Sept 17th at 5:30 library.** All are encouraged to attend.

Friends report (Candy):

The next Friend's sponsored raffle basket will be "Local"/"Berkshire made" -- a previously popular basket.

It should be ready in early October with raffle ticket to be drawn by 12/15. Kathryn will put basket together.

Meeting adjourned: 6:50 pm

Next meeting: Oct 3, 2019 at 5:00 pm (Note the date change)