

# Richmond Free Public Library

2821 State Road, Richmond, MA

## Trustees' Meeting October 3, 2019 5:00 pm

**Call to order:** 5:10 pm

**Attendance:** Lisa Donfried, Nanci McConnell, Kathryn Wilson, Kristin Smith, Candy Mountain

**Approval of September 2019 meeting minutes:** Approved with change

**Correspondence:** none

**Old Business:**

- **CW MARS/Anteris:** work in progress but are still trying to figure out the new configuration for the wifi coverage at the library
- **Richmond Cultural Council applications:**
  - Julie "the Uke lady" is scheduled to come to the library on 10/7/2020 (tentative schedule). She will bring 20 ukers and teach participants. She is applying directly to the RCC for funding and Kristin added a letter of support to her application. Cost for the program: \$300 plus mileage.
  - Kristin also applied to RCC for the Animal Program (schedule for July 11, 2020) from Lahey Farms (Nature Matters). Cost: \$200
- Kristin will check with musician Linda Wooster to see if she would play guitar at the Dec 21, 2019 Winter Solstice library event.
- State Aid: ARIS application has been sent
- Refrigerator: Danielle has asked that we get written confirmation from Margie for permission to get rid of frig. Kristin to send a letter to Danielle requesting removal by town employees ASAP.
- Carolyn Brancato, author, to read from her book "The Circus Pig and the Kaiser: A Novel" as part of the Lively World series on Sat. Oct. 26<sup>th</sup> at 11:00 am.
- Genealogy classes were cancelled as only 1 or 2 people had signed up for each session.

### **New Business and Director's Report:**

- Voter registration: discussion about possibility of running a voter registration clinic in fall 2020. We will contact Angela at town hall for rules about this.
- Furnace cleaning: when furnace was cleaned last month, the technician questioned the condition/integrity of the oil tank because of its age and the "sludge" at the bottom of the tank. He said that it could possibly leak, rupture or sludge cause the furnace to shut off. Margie had Mike North (who had installed the new furnace) to inspect the old tank. Kristin and Kathryn spoke to Danielle to fill her in on all and she will contact Margie to find out what Mike found. Worries include no heat, leak of tank causing haz/mat spill and possible contamination of water well.
- We will look at the strategic plan at the November meeting.
- Candy's Postcard mailer – proposed size is 8.5" x 5.5", designed to be cut into two bookmarks, with information about programs at library and contact information. Candy will look into cost of bulk rate mailing and get address labels from the town.
- Discussion of Lisa's tenure on the Trustee Board. After 14+ years as a trustee, Lisa has expressed an interest in stepping down if a new Trustee could be found. She would have to resign in order for new trustee to be appointed but maybe could stay in place until the next person is appointed to fill the vacancy. Kathryn will contact Danielle in order to find out process of replacing a trustee and what steps are next.

**Municipal Building Report:** Kathryn reported on progress of committee (OPM hired, ad going out to hire Design Firm, plan to have design ready in April for May meeting vote). The next MBC meeting will be on **Oct 24** at 5:30 at the library. All are invited.

**Next Trustee meeting: November 14, 2019 at 5:00 pm at the Richmond Library**