

Richmond Free Public Library
2821 State Street, Richmond MA
Trustees' Meeting
Dec 12, 2019 5:00 pm

Call to order: 5:04 pm

Attendance: Candy Mountain Kristin Smith, Nanci McConnell, Kathryn Wilson

Absent: Lisa Donfried

Approval of November's minutes: Approved

Correspondence:

- Legislative Breakfast invitation – 8:00 am breakfast on Jan 31 – Kathryn and maybe Kristin will attend. Friends will send a check to make a donation.

Old Business:

- Phones: Anteris rep is coming on 12/19 to fix issues with phones
- Postcard mailing: Jan Hartford gave mailing labels of Richmond residents to the library for free. Kristin is getting a price quote from Aldam Printing for a 8.5"x5.5" postcard, B/W (one color) one-sided printing, uncoated, not bundled
- Town Wide Read: Extra copies of the book "Hygge" will be in the library in January and February as part of this theme. A "raffle basket" put together by Nanci and Kathryn will be offered.
- Sat. Dec 14: author Mary Angela Talbot will be at the library at 11:00 am to speak
- Sat. Jan 25, 2020: Jazz Program will be at 11:00 am
- Sat. Feb 1, 2020: Holly Freadman's Valentine card making program will be at 11:00 am

New Business/Director's Report:

- Budget: we will work on the FY 21 budget next month. Town employees will get a 2% raise. Minimum wage increases affect our budget and force us to use "gifts account" to cover shortfall.
- There were questions about library/town/landlord responsibilities. Who is responsible for gutter cleaning, shovel to furnace, shovel the walkways, plow parking lot... Kristin and Kathryn will meet with Danielle to discuss and look at lease.

Municipal Building Report:

- Kathryn gave update on progress of this town committee.

Friend's Report: none

Meeting adjourned: 6:10 pm

Next meeting: *Tuesday, Jan 7, 2020 at 5:00 pm*

