**Richards Free Library Board of Trustees**

The Richards Free Library

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Monday, February 27, 2023 7:30 p.m. **on zoom**

*Present: Boyle, Bridge, Kvetcovsky, Menard, Urban, B. Wilmot, N. Wilmot, Fafara-Director Excused: Wood Absent: Lovely*

1. Secretary’s Reports - (Previously emailed)
	1. Minutes of 1/23/2023 (Bridge/ Kvetcovsky) Unanimous
	2. Minutes of 2/09/23 (Menard/Bridge) Unanimous
2. Treasurer’s Reports (Previously emailed)
	1. Typical income. Insight into deficit month: Miscellaneous expense $7000 NYTimes with $5000 reimbursed from other libraries, Renovation $14,000 (painting) to come from Rollins money, transfer pending, with approx $12,000 more to show in February, also from Rollins.
3. LAC Reports (Previously emailed) Discussed and filed.
4. Librarian Reports (Previously emailed)
	1. Report: Painting complete. Collection moved with more room now for the children's collection to grow, Winter Carnival 1st Place float in the parade. Light fixtures require new ballasts which will be replaced.
	2. Statistics: busy and good, recovered from Pandemic--yay! Online statistics are more fully reflected. File will compare 2022 and 2023. Teen programs are going well, we would like to know more names and more library cards.
5. Old Business
	1. Clothing donation bin: SAU cannot give up a parking space. Justine will call the company to move or remove the box.
	2. Budget- update from Selectboard meeting we are in the budget with the 2% increase we requested. Our Warrant Article to fix the roof was fully supported by the Selectmen and will appear as one of their articles. It was helpful to have the whole Board present.
	3. Deliberative Session: April 4 at 6PM at the High School. Discussion of getting a good number of trustees and LAC folks there using social media, etc.
	4. Strategic Plan review: Justine shared updates after the January meeting. 2 online courses have been developed. Regular programs with NCTV and WCNL are being developed. A magnet with Library Hours has also been developed. With Tracy and Abbott Library we may be able to share the cost of presenters and offer programs that would otherwise be too costly.
	5. Update from GDC: $5000 has been awarded, they know Trustees accepted the bid, waiting for May Town Meeting vote.
6. New Business
	1. Technology Plan review: Developed with Paul M. Improving speed a goal. There is a library technology grant through NHCF that can help. On the 2nd floor we need to update wiring to code and wire for the internet at the same time. 1st floor internet wiring needs to be updated. Quotes for 2nd floor wiring and internet will be solicited. Grant opportunities will be explored.
	2. Building needs review
		1. Shakes to Shingles inspection: Justine will call to find their availability and costs.
		2. Plan for new carpeting: First floor carpet needs to be replaced after the roof and the wiring are completed.
		3. Additional Painting Quote: Quote was for the workroom and staff break area. It was agreed to wait until after the Town Meeting vote to preserve maintenance and renovation funds.
7. Other Business: Justine vacation Thursday through the following Saturday. SB will have surgery, 6 week leave and follow-up.
8. Adjournment: 8:40 (Kvetcovsky/Bridge) So Voted.

Next Regular Meeting: March 27, 7:30pm at the library

On the Calendar: Plan national library week & prep for town meeting

Respectfully,

**Charen L. Urban**

Charen Urban, Secretary