

Richards Free Library Board of Trustees
Monday, December 4, 2023 7:30 p.m. at the library

Present: M. Boyle, V. Bridge, B. Kvetcovsky, T. Menard, C. Urban, B. Wilmot, N. Wilmot, K. Wood, J. Fafara--Library Director Excused: M. Lovely

Guests: G. Hubert--Incoming Trustee, C. Thurlow--Incoming Trustee

1. Secretary's Report Minutes of the 10/30/23 meeting (previously emailed) (Bridge, Kvet).
Accept as presented. Passed. Wilmot abstain.
2. Treasurer's Report (previously emailed): The Town appropriation for the roof was deposited and expended. The Rollins Fund paid the Library's share of the roof.
3. LAC Reports (previously emailed) Perhaps a task force from RFL & LAC could work together to discuss how to maintain the building.
4. Librarian Reports (previously emailed)
 - a. Narrative Report: Action Plumbing was well-reviewed on Angi but the Board asked Justine to seek the opportunity to speak with a previous customer. They will do the plumbing repairs on Jan 2 & 3, and the library will need to be closed. This will be part of the Holiday Closings notice.

The donation button on the website is live. 3 donations were received on Giving Tuesday. A couple has given \$1000 for Croydon youth to have library cards. This will cover home-schooled and other kids who do not go to school in Newport.
 - b. Statistics: Down a bit from October but November has holidays so there were reduced hours. Snack cart is doing well and students went home for Thanksgiving with additional food.
5. Old Business
 - a. Roof update: Complete! An article will be released. There was a leak in the roof over the ballroom (a section not identified during the major repairs) the day before Thanksgiving which was promptly repaired. John of GDC is working on a 5 year plan for roof maintenance. The building permit has been filed. Justine will send a letter to the Heritage Commission telling them that we used slate and maintained the historic nature of the building during the roof repairs.
 - b. Plumbing work: See above. In addition, Action Plumbing can do the work without removing the oil tank.
 - c. 2024 Budget: Due to the town in mid-December.
6. New Business
 - a. Volunteer Tea: January 29th in the ballroom in the afternoon with sandwiches, etc. Will be the Elaine Frank Volunteer Award going forward.

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- b. Election of Trustees: Thank you to Bill and Nancy Wilmot for serving with thoughtfulness and excellence. Guenther Hubert, was nominated for a one year term to complete N. Wilmot's (has agreed to be Treasurer again); Calista Thurlow, was nominated for a three year term. (Urban/Wood) Everyone enthusiastically voted yes.
- 7. Other Business: Hale Award 2024--a winner and date have not yet been decided.
- 8. Adjournment: 8:25 by consensus.

Next Regular Meeting: Monday January 22nd, 7:30pm via zoom.

On the Calendar: Elect Officers, Review Strategic Plan, Prep for Budget Hearing

Respectfully Submitted,

Charen Urban

Charen Urban, Secretary