**Richards Free Library Board of Trustees**

Monday, May 22, 2023 7:30 p.m. **at the library** with zoom option

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

1. Secretary’s Report: Minutes of the 4/24/23 meeting (previously emailed). (Menard, Kvetcovsky) Unanimous.
2. Treasurer’s Reports (previously emailed) Nothing abnormal, utilities should be lower in the summer with more daylight hours so the Town solar panel is of benefit.
3. LAC Reports (previously emailed). Placed on file.
4. Librarian Reports (previously emailed)

A Monthly Report

* + - 1. Hale award-**see below**
      2. Summer Reading kick off is June 17. “Touch a Truck” with 1st responders.  This will coordinate with Chamber Day and Brewfest.
      3. Updates on items from last month all had positive reports.

B. Statistics: Busy!

1. Old Business

A. Trustee Bylaw review:

Article 1-1: *Members must live in Newport at the time they are appointed.*

Article 3-1: add the language: at the library *or remotely*

Article 6-2: *Intentionally left blank* replaces wording which is no longer valid.

Section 6-4 (added): *The New Hampshire Charitable Fund manages the Richards Free Library Endowment investments.*

Article 6-3:  *Library financial records will be audited annually by the Town auditors.*

These changes to be voted in June.

* 1. Memorial/honor donations policy

Donor(s) or contributor(s) will be asked to fill out a donation form when able. This will designate the money to be used for materials or to be added to the Book Endowment. If a form is not filled out, the donation will be used at the discretion of the Library Director. Adoption of the policy as modified.  (B. Wilmot, V. Bridge) Unanimous.

* 1. Roof project: Project can begin 2nd week of June, beginning with active leaks, then rubber roof, slate & copper, then millwork.  Long discussion of the process through which we found GDC, which will be shared with the town. Question--when will town money be available?

1. New Business
   * 1. Hale Award:  Opera House dinner by Appleseed at $50/ticket ($1000 from Hale fund).  Chris Bohjalian is winner. September 23. Airport could be back up setting.  Press release after Memorial Day.
     2. Community Read:  The Midwives  The library will purchase 25 through the Hale Fund to circulate. There will be 3 dates for community book discussions: July, August and September.
     3. Overdrive Advantage: Digital access comes in a variety of formulas.  Downloadable audio books are now more popular than discs, etc. Justine will make a proposal at the next meeting.
     4. Tote bags: Hale Tote Bags was discarded in favor of purchasing the books for the Community Read. Charen will investigate opportunities to create custom tote bags for staff, etc.
2. Other Business: The Bates food truck will be invited to park at RFL for the Apple Pie Festival for a donation.
3. Adjournment: 9:01 (Everyone- Unanimous)

**Next Regular Meeting:** June 26, 7:30pm on zoom

On the Calendar:  Justine’s evaluation

Charen L. Urban, Secretary