**Richards Free Library Board of Trustees**

Monday, August 21, 2023 7:30 p.m. at the library & by zoom

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

1. Secretary’s Report: Minutes of the 7/24/23 meeting (previously emailed) Motion to accept as presented. (Kvet/Lovely) Unanimous.
2. Treasurer’s Reports (previously emailed)The budget is balanced pretty well YTD. Our solar electric credit is down due to less solar gain with a rainy summer. The items expended, not budgeted, mean we must spend less on other lines. Grants: $10,000 Malool Family Foundation and $1,000 Byrne Family have been received. A Couch Family grant application for $10,000 has been submitted and we will know in Oct. This would cover our transition to another full time employee with benefits. An insurance accommodation may be possible through the town, w/ an increase to a $4000 deductible from $1500 deductible. This can be investigated but the Board is not inclined to put the additional burden on staff.
3. LAC Reports (previously emailed) Leak revival, Justine will speak with Kate about leak and potential RFL mold areas. GDC will be asked to prioritize fixing any places still leaking.
4. Librarian Reports (previously emailed)
   1. Narrative Report: Universal Class has sent an invoice without guaranteeing access (Marty tried too). We will withhold payment until access is achieved. Library Festival is Saturday, clean up will begin at 2:30 with Book Retrieval truck arriving at 3PM, Steps to address patron concerns of last time have started with a map of collections and signs showing where items are relocated, etc.
   2. Statistics: July stats will be forthcoming
5. Old Business
   1. Roof project: There have been many previously undetected issues that should be accommodated within our quote. The HUGE concrete pads will be replaced with hard plastic to remove 9000 lb of weight on the portico and lobby flat roof. We are well-pleased with GDC. John is a thorough contractor with good communication skills. He prioritizes and if there are additional projects needed when the quoted work is complete he will list them in priority order for us for future consideration.
   2. Library Festival: Food & help were discussed.
   3. Hale award: Wine issue to be resolved. Trustees will provide snacks for Cocktail Hour--plan at next meeting.
6. New Business
   1. Trustees
      1. Viki, Barb & Bill are all finishing their first term in December. Who is staying for a second term? Barb will stay for another term. Justine will check with Viki & Bill.
7. Adjournment by consensus at 8:18.

**Next Regular Meeting:** September 18th via zoom (a week early so we can meet before Hale)

On the Calendar: Hale Award planning & nominate new trustees

Respectfully Submitted,

Charen L. Urban

Charen Urban, Secretary