

Richards Free Library Board of Trustees
Monday, August 26, 2024 7:30 p.m. on Zoom

*Present: M. Boyle, V. Bridge, G. Hubert, B. Kvetcovsky, M. Lovely, C. Thurlow, C. Urban,
K. Wood, S. Bernier--Library Director*

1. Secretary's Report: Minutes of the 7/22/24 meeting (previously emailed). Approve as presented. (Thurlow/ Kvetcovsky) Approved w/ Viki Bridge abstained.
2. Treasurer's Report: (previously emailed). The deficit of -\$8000+ is largely explained by a 5 week payroll plus payout of accrued vacation and insurance reimbursement to Justine. Sally and Guenther have spoken with Ronna Johnson, new Business Manager, will work with Paul Brown to breakdown our June deductions of \$5061.66 There was a thorough discussion of the Profit and Loss Report. The monthly payback expenses to the Town, and new "expenses" to avoid the cumulative end of year deduction in June need to be clarified and itemized. RFL needs to figure out how to show them as income and expenses in our monthly reporting.
3. LAC Report: none as there was no meeting this month
4. Librarian Reports (previously emailed). Staff issue of page behavior was handled with probation and apology. Behavior has been MUCH improved--Sally will conference with her and monitor closely. Molly's broken leg will be surgically repaired 8/27. It may be possible for her to do some cataloging remotely. Priority will be given to the books people have requested. Allie is learning to catalog DVDs. Sally is working 10+ additional hours. Bench donation: N. Parssinen's email was read and discussed. The story of the Quinn family and their patronage of the library was told and will be retold as opportunities allow. Their family was very grateful to honor their Mother and their love of the RFL throughout their childhood. It was agreed that the bench placement is appropriate and attractive. A good variety of adult programming is being offered.
5. Old Business
 - a. Trustee appointment update: Motion to appoint Michaela Merritt to complete the term of Tobin Menard. She will need to be reappointed for January and will be eligible for two 3 year terms. (Urban/Thurlow) Unanimous.
 - b. Additional new board members: There is an immediate opening as Katherine moves to Caanan & teaching position in Lebanon. Matt completes 2 terms in January so there is a second opening. A plan was made to follow up with 2 candidates and then there are 2 additional candidates as back up.
 - c. Festival results, follow-up? Cookie Walk, almost \$958, Cafe \$345, Raffle \$652, Children \$112, Books \$3000+ credit card sales with the total estimated at \$3500, \$390 in book donations, Membership \$80. The total should be approximately the same. However, the labor-intensive nature of the massive book sale is problematic and the Friends are discussing possible alternative ways to raise that money.

The Trustees agreed that in future years the library might close on the Monday following the Festival for “staff recovery.” This would be a paid day authorized annually and not an additional Holiday.

6. New Business

- a. Move the December meeting to another night (tabled)
- b. Hale Award: plan for the Cocktail Party. Sept. 7th. Cocktail Hour, 4-5: Dinner 5-6:30, Opera House 7-8:30. It was agreed that 5 staff should join the Trustees at the dinner with the Hale Fund paying for them.

7. Other Business

8. Adjournment (CT/ BK). Resoundingly agreed. 9:27

Next Regular Meeting: September 23rd, 7:30 pm **in person**
On the Calendar: Nominate new trustees

Respectfully Submitted,

Charen L Urban

Charen L Urban, RFL Secretary

Trustee	Food	Other
Matt	Cocktail Meatballs	
Viki	Chocolates	
Guenther	Fruit	
Barb	Sweets	
Marty	Nuts	
Calista	Cheese & Crackers	
Charen	Hummus	Flowers
Katherine	Veggie Platter	
Pris	?	