

Richards Free Library Board of Trustees

Monday, September 23, 2024 7:30 p.m. **In-person at the Library**

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

1. Secretary's Report: Minutes of the 8/26/24 meeting (previously emailed) Motion: Accept as presented. (Thurlow/ Hubert) Unanimously voted.
2. Treasurer's Report (previously emailed)
 - a. August Financials: The P & L for August was discussed. Under the system we requested of the Town this year, expenses are deduct monthly instead of as lump sums in June. They are Bldg insurance: \$1,100, Health insurance: \$1,087, Dental insurance: \$47, Electric Solar: \$300, Audit: \$125, Prior year repayment: \$539. The impact is that our monthly appropriation of \$30,518 is reduced to \$27,319. The breakdown for deductions in June has still not been received from the Town. Guenter & Sally will continue to pursue this. Eversource electric bills and grants income were also discussed. The Couch Family grant will be revisited because it can be used for operations..
 - b. Budget Fiscal Year to Date Budget vs Expenses (previously emailed) was reviewed. Hale Award expenses and income will show in the Sept. financials.
3. LAC Reports (previously emailed): The driveway and pest damage were discussed.
4. Librarian Reports (previously emailed)
 - a. Staffing issues: The Page on probation has supervisory meetings weekly with good impact. It is hoped that probation can be ended in October. Molly's recovery is slower than anticipated. Her benefits will be exhausted in another week. It is hoped that she will be able to do some work from home before returning to work in November. The RFL is down 68 hours per week of staff coverage. Sally was encouraged to prioritize essential cataloging and Inter Library Loan.
 - b. There is a very good candidate for the Assistant Librarian. He is coming for a 2nd interview and RFL tour on Thursday. Barb K will represent the Trustees.
 - c. Malool grant of \$15000 was received so painting, storage and furnishings for the DiPaola and Teen Room can proceed.
5. Old Business
 - a. Trustee appointment update: Victoria Burroughs has agreed to join the RFL Board. Motion: Appoint Victoria Burroughs to complete Katherine Wood's term. She will be eligible for 2 complete terms. (Bridge/Thurlow) Unanimous.
 - b. Move the December meeting to another night: Sally will present a slideshow of our programs to the Board of Selectmen on December 2. Trustee support will be appreciated. **It was agreed to delay the previously scheduled Board meeting until December 9, 2024, 7:30 in person.**

6. New Business

- a. Painting of Dexter Richards: New damage was noticed by Mo. It was decided to monitor the painting closely for the next several days. If no further damage occurs, Sally will consult MaryJane Cross about the need for repair.
- b. Parking Lot Estimate (previously emailed) There are significant potholes in the parking lot and the roadway beside the LAC studio. The KA Stevens repair bid for \$3789 was discussed. Motion: Accept the bid to repair the roadway and parking lot. (Urban/ Kvetcovsky) Unanimously voted.
- c. Pine trees on the side lawn. The trees are large and aging so removal needs to be investigated. Guenther will investigate through the Conservation Commission and tree removal companies.
- d. Molly, Visa gift card from the Trustees? A collection was taken and Charen will purchase Visa gift cards. (Note: Visa cards with a Get Well card from the Trustees were delivered to Sally 9/24.)

7. Other Business: Guenter Hubert, Treasurer, proposed that some monies from substantial checking accounts be invested in 6 month CDs to earn greater interest. Motion: Transfer \$30,000 of Rollins funds to a short term CDS at Sugar River Bank. (Urban/Bridge) Unanimously voted. Guenter will discuss with the New Hampshire Charitable Fund whether it makes sense to invest some Holden Yeomans funds for the long term or in short term CDs.

8. Adjournment : 9:32 Unanimous!

Next Regular Meeting: October 28th, 7:30 pm **on Zoom**

On the Calendar: 1st draft of next year's budget; review of building needs for 2025

Respectfully Submitted,

Charen L Urban

Charen L Urban, RFL Secretary