

# **Richmond Library Trustee Meeting**

## **Thursday, Feb. 16, 2023 at 10:00 am (via Zoom)**

**Attendees:** Kathryn Wilson, Nanci McConnell, Katherine Keenum, Kristin Smith, Candy Mountain

**Approval of Jan 12, 2023 meeting minutes:** approved with changes

### **Director's Report:**

- Annual Report: information in Jan 2023 meeting minutes, the FY24 budget of \$72,699 was submitted to the town for review
- New Library website upgrade: no report
- Revising and approval of Collections Development policy: – approved with edits from K. Keenum
  - Collections development policy
  - Mission statement
  - Selection criteria
  - Local authors
- Review and revising of Behavior policy: – approved with edits from Katherine Keenum
  - Restroom policy to be revised (restroom policy removed until we move to new building)
- Library personnel – NA
- Covid19 updates – NA
- Past events – 2/11 Birding program by Ruth Bass – approx. 55 attendees – at the Cong. Church
- Upcoming events – None scheduled

### **Building update:**

- Progress report and next steps – discussion about the last RBC meeting

### **Friends Update:**

- Furniture ordering for new building: Candy has put together and submitted an order to Red Thread – she has applied the Friends certificate of tax exemption and was denied by Red Thread (they need something more official) – resubmitting with a letter from federal tax agency.
- Red Thread needs a date for delivery – we will have to get them a delivery date when we are closer to the completion date for the building
- When is our lease up with M. Baldwin? Kathryn to check with Danielle
- Finances: \$1,355 received in memory of Peter Cohen – it was put into the Library Furniture Fund

**Meeting adjourned:** 11:07 am

**Next meeting:** Thursday March 9, 2023 at 10:00 a (via Zoom)