

# Richmond Library Trustee Meeting MINUTES

Thurs., May 19, 2022 at 10:00 am

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

**Approval** of April 13, 2022 meeting minutes: Approved

## **Director's Report:**

- **Library Personnel:** Volunteers are still being used for the “gap” on Tuesday mornings until June (after school year is over) when John will take that time slot. Kristin will be taking vacation days on June 28<sup>th</sup> and 30<sup>th</sup> and on August 2<sup>nd</sup> and 4<sup>th</sup>. She will need coverage for those days and will ask Deborah and Peter if they are available. Otherwise, a volunteer will be asked to fill in.
- **Covid19 updates:** we are still following Board of Health guidelines (masks recommended but not required). Most staff are wearing masks. Bathroom is still closed to the public because the building is only cleaned every other week. Bathroom use is only for staff at this time and they must clean up after themselves. Covid cases in the county are increasing and may require return to curbside service.
- **New Library website upgrade:** Kristin will check in with Kasha about progress. Previously reported that domain name was an issue because it could not be linked to both new and old websites at the same time. Plan is to fully set up new webpage before transfer of domain name resolved. Should be ready before August when old web host annual fee is due.
- **New business:** Sayman family donation check has arrived from their multi-year gift. \$7,595 will be deposited into Library Gift Account. Current balance in the Library Gift Account is \$29,988 – this account is in the “town” account control but is for the library’s use. These funds could help with new items needed for the new space. They are “unrestricted” funds.
- **Upcoming events:**
  1. **Th. 6/23 at 4 pm** – Lively World program: local author Betsy Dovydenas will talk about her book outlining her experience and escape from “cult” church The Bible Speaks
  2. **South Berkshire Kids** – reading program **every Tuesday in July at 10 am**
  3. **Th. July 7<sup>th</sup> at 4:00 pm**– Lively World program: author Kevin O’Hara to discuss his book about his experiences as a mental health worker at BMC
  4. **Sat. July 9<sup>th</sup> at 11:00 am:** Animal Experience for kids

## **Phase 2 Building Committee update:**

- **Vote at 5/18 Town meeting regarding additional funding –**
  1. The voters **approved** (by a YES vote of over 90%) the borrowing of an additional \$1M so the building project can proceed!!!
  2. All monies will be lined up (borrowing, Friends Building account check, etc) so that General Contractor bid can be accepted before May 27<sup>th</sup>.
  3. Groundbreaking should take place in the next 6 weeks.

- **Next steps –**
  1. Candy has deposited \$35K in new donations today and will wait for checks to clear and write a check for \$212,650 to Town of Richmond to be Building Fund contribution. At least one additional check has come in since this \$35K for building fund so it continues to grow.
  2. Kathryn will ask Building Committee about funding for Library furnishings (is that still part of the GC's bid package? Will \$100K be enough for library needs? Who purchases the library furnishings – GC or Library/Friends accounts?).
  3. Some technology fund accounts can be used for new computers, etc. for the new library space.
  4. Library staff, Trustees and Friends should decide which furnishings should be purchased for the new space. New desks should be purchased for the library offices. Current library shelving can be reused in the storage area and the Friends shop. Trustees and staff should look at [www.DEMCO.com](http://www.DEMCO.com) website for library furnishing ideas and pricing.
  5. Candy pointed out that the Council on Aging owns the round tables and the chairs that are stored in the basement meeting room at the Congregational Church. Will those go to the new building for the Municipal Meeting Room?
  6. Discussion about possible RCS and new library programs – after school, during school, for kids, for parents/grandparents, teen programs, etc. To be revisited.
- **Fundraising**
  1. Fundraising efforts from donors will continue and Candy will ask donors where they would like their funds to be directed (building fund, library needs, etc)
  2. Kathryn is exploring foundation grants for solar power, etc. to be added to building in the future.

**Friends update:**

1. **June 11<sup>th</sup> at 10:00 am: Annual Meeting** will be held at the Library. On Agenda: discussion of spending of funds on new library needs.
2. Spring Raffle basket winner was drawn and winner given the basket.
3. Friends will sponsor a Summer Raffle Basket to be put out ASAP and awarded before Labor Day. Items to include popular “Local” products. Kathryn and Nanci will put this together.

**Next meeting:** Thursday, June 16, 2022 at 10 am

**Meeting adjourned:** 12:15 pm

Minutes submitted by K. Wilson