September 11, 2023 RPL Board of Trustee Meeting Minutes

Karen O’Brien director
Leigh Kozak Chair
Suzanne Lopes clerk
Heidi Doherty
Paul Zeller
Absent Jayne Kelleher, Ginny Jacques

Meeting Called to Order 1905

Review and vote on August 14th minutes. Karen noted a few small corrections. Minutes accept motion Sue, Leigh 2nd, all in favor, accepted.

Directors Report/Programming

The September calendar is packed! Library card sign up month, there’s also a raffle. We are collecting gently used kid’s Halloween costumes to a costume swap. You don’t need to give one to get one. That swap is October 14th. The public likes our field trips, cemetery walk coming up. Should be popular. New program for adults with developmental differences, plan for monthly events.

Finance and Budget/Building and grounds operation

Quote for chimney is in, chimney work is happening this week. Karen bought 2 public PCs. Breath easy one of 3 quotes for mold in the meeting room closet. Closet was flooded from 2 leaking pipes. In the clean up mold was found on the back wall. 2 more quotes coming in. Giant gable vent in the closet leading to the side of the building. This is unusual and no one knows why it’s there. Need to involve the Building Inspector. Alarm service: we have a burglar alarm and a fire alarm. We use 2 different companies. We need to combine these two services. We will update the alarm code when we get these services combined. No updates regarding water diversions. Bush in front of the electric meter needs to be removed.

Library Policies: please refer to separate meeting minutes

Staff: Melisa celebrated 11 years with us! Rebecca will be 25 years on Dec. We will discuss a celebration/recognition for her at the next meeting.

Statistics: Door count for August was great, lots of summer reading. New cards were up as well.

Other:

Updates on Friends: Karen is giving opportunities to get involved.

Karen needs trustees to get involved with community day Sept 17th. We need volunteers.

State Aid Aris second half completed and submitted.

Trustee Book Display in January, get your book suggestions to Karen or Melissa.
Gift of $1000 from Bristol County Educators Association

Boy Scouts want to use the parking lot all day on Saturday September 23. We unfortunately cannot support this as we have limited parking.

Mission Statement Draft: 3 drafts reviewed. For strategic plan and on the website. Motion to approve Sue, 2nd Paul, all in favor, yes.

Next policy meeting will be before our regularly scheduled board meeting on Oct 16th. 6-8.

Meeting adjourned 1950.