November 6, 2023 RPL Board of Trustees Meeting
Karen O'Brien Director
Leigh Kozak Chair
Ginny Jacques Vice Chair
Suzanne Lopes clerk
Heidi Doherty
Jayne Kelleher
Paul Zeller
Meeting start at 1908

1.) Review and approval of the Sept policy meeting minutes motion Sue, Heidi 2nd passed
2.) Review and approval of the Sept Trustee Meeting minutes motion Sue, Heidi 2nd, passed with one edit from Karen.
3.) Directors Report
   a. Programming. A lot going on in November! Spice of the month very popular, this month is Ginger. Author talk on the 18th in person, Virtual author talk on the 20th. Park and Rec puts on a trunk or treat, inviting other departments to participate, Karen would like us to participate next year. We will also participate in the luminary night in December. In January we will get Consumer Reports buying guide only on line. Friends will fund a virtual author series starting next year. Cost is $2000.
   b. Finance and Budget. Karen bought 2 PC for the main desk, brand new, previous director bought refurbished computers, most need to be replaced. To be installed next week. Using some donation money, we don’t have an IT budget. Leaves 5 computers to be replaced next year.
   c. Building/Grounds Operation. Closet with the mold, finally replaced, company we used was very difficult to work with. Needs to be fixed. Building inspector says it is ok. Do we as trustees want it fixed? Karen would have to shut down the meeting room for a full day. Discussion ensued. Karen will ask them to come back and finish. Water diversion project at the front entrance will probably not happen until the spring.
   d. Yukon will remove bush which is growing in front of electrical meter. Water bill $770, usually $50, apparently there is a leak somewhere. Last year there was also a leak in the irrigation? Water budget is $300, needs to be increased. Yukon will look for leak. Maybe this is just normal cost of irrigation. New custom chimney cap installed and birds removed. New fire wall installed in IT closet at no cost to us. SAILS paid for that. Library recycles now. WINN waste brought a recycle bin. Friends put two planters at the entrance.
   e. Staff. Friends formed a committee for raynham reads. Friends had book sale last week as well. Trustee books for book table display in January. Email Melissa your book picks. Rebecca has been here for 25 years this December. The board would like to nominate
her for the new town recognition award. It’s not clear the details on this award. We will have a party in January.

4.) Other/Open Discussion Passport service, Karen looked into this and it’s not possible for us due to space constraints. Karen is considering extending the hours on Thursday to 8 pm, discussion ensued. Due to level funding, we cannot add hours without cutting elsewhere. Idea to cut Friday afternoon 2-5. There is a high demand for evening programming. Plan to implement next spring after budget is approved. Land transfer closing took place in the October. This is a bit confusing and neither the old board or new board knew about this. Karen trying to track down more information. Leigh contacted our old board attorney who is also trying to figure this out. Community engagement: Karen is trying to brainstorm more ways for community engagement. All plaques upstairs to come down. Next policy meeting will be Dec 11 from 6-7 prior to our regularly scheduled Trustee meeting.

5.) Conclusion: meeting ended at 2012.