

Richmond Free Public Library
Trustee Meeting minutes
Dec 16, 2020 at 2:00 pm (via Zoom)

Meeting called to order: 2:10 pm

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

Approval of Nov 2020 minutes: approved with changes

Correspondence: none

Director's Report:

- FY22 Action Plan was approved by MLBC
- Open by Appointment/Curbside Services update
 - Richmond Consolidated School is still open
 - Appointments: 12/8 (10 appts), 12/10 (6), 12/12 (5)
 - Most patrons still using curbside service for pick up and drop off
 - So far, we aren't getting an influx of non-Richmond library patrons (one from Stockbridge)
- Air purifiers: Kristin is not as concerned about Covid19 infection spread from patrons, but between staff members because of prolonged shared air and poor air circulation. Two air purifiers have been purchased by Friends – thank you from Kristin! Staff fills out daily Covid screening form. Have had 4 days where the library has reverted to only Curbside service because of possible staff Covid exposure. Staff is being super cautious. Having flexibility to go from Appointment days to Curbside Service is important.
- Oil tank – problem with oil tank whistle identified by Mirabito, our oil supplier, lead to tank replacement paid for by landlord Margie Baldwin.

Old Business: Andrea Harrington 12/10 program for Lively World (on Zoom) had approximately 23 participants

New Business:

- new program – Read for Seeds – will begin in January. Reading log = seed packet(s). Friends will sponsor a garden themed basket for free “raffle” to be awarded April 15.
- Nanci and Kristin attended a Library Planning Space webinar through MBLC. Link is available to watch. Takeaways: new library has advantage to meet Covid19 challenges; new suggestions for flexibility; electric plugs should be available throughout the new building, including on the floors, for patron laptop use.
- Film club – first meeting in a long time will be held via Zoom on Thursday, Dec 17 at 2:00
- January meeting will include initial FY22 budget discussions

Municipal Building Committee update

- presentation to Richmond resident meetings have begun and will continue through March
- Discussion about how Donations to building fund will be handled by Friends treasurer. Anonymous donor information will stay private with just Candy and Nanci. Donations will NOT be refundable because of tax laws. “Promises” may be made for donation if donors prefer to wait until vote passes at May town meeting. We should be thinking about “naming opportunities” and “donor levels”. The family of George Ruffo has said they will make a donation to the building fund and they will list the fund in his obituary for gifts to be made in his memory.

Friends' Report – banking update

Meeting adjourned at 3:40 pm

Next meeting: Jan 13, 2021 at 2:00 pm (via Zoom)