

## Randolph Public Library

Trustees' Meeting, Monday 16<sup>th</sup> July, 2018, 6.30pm

Present: Denise Demers, Steve Fisher, Jan Halvorson, Steve Teczar, Heather Wiley and Yvonne Jenkins (librarian)

Absent: Nancy Penney (Chair of the Friends group)

1. Approval of the minutes from the previous meeting – approved.

2. Treasurer's Report

Town Checking: \$9,408.46

RPL Checking: \$14,240.52

Building Fund Checking: \$475.43

Building Fund CD: \$17,356.43

Jan has signed up with Suburban Propane for 1200 gallons of propane from July 1<sup>st</sup> 2018 - June 1<sup>st</sup> 2019 at \$2.35/gallon.

The website bill has been paid. Annual maintenance fee of \$120 will be taken from the Town Checking account.

There was discussion about the budget which Jan clarified runs from January to January although the town funds get released in March. More \$ is needed in the books line item - this will be discussed at September or October's trustees' meeting. It was determined that the book sale proceeds would go towards new books.

3. Librarian's Report

a. Approximately 35 people attended the Open House and Volunteer Appreciation event. Nancy spoke about the history of the library and the Friends' group.

b. The counter in the children's room has been removed to make more space. Two dinosaur heads have been added to the north wall.

c. The Carl Lindblade lecture was attended by approximately 30 people. The Friends collected \$63 in donations.

d. Advertising has been sent out for the Book and Bake sale on July 21<sup>st</sup>.

e. A middle school book discussion will be held at the library on Tuesday, July 24<sup>th</sup> at 6pm. The Friends will supply refreshments.

f. A screening of "An Art that Nature Makes – the Work of Photographer Rosamund Purcell" will take place at the library on Friday, July 27<sup>th</sup> at 7pm. It will be followed by a conversation with Rosamund.

g. The first "Libraries Rock!" program was held on July 11<sup>th</sup>. Artist Denise Roy came and painted rocks with 4 children.

h. Laura Lynch from North Star Web Services spent an hour with Yvonne teaching her how to add new information to the website.

#### 4. Friends' Report

It was clarified that the Friends pay for the movie license, DVDs, programming and refreshments throughout the year. Nancy and Yvonne are considering a mass mailing to gain membership and ongoing funds.

#### 5. Annual Book and Bake Sale

This year's sale will take place at the town hall on Saturday, July 21<sup>st</sup> from 9-1pm. Books need to be brought to Lancaster from the old library, preferably prior to this. Yvonne will call the librarian to set up a date and time this week, Steve T. will help with transport. Set-up for the book sale will start at 4pm on Friday, 20<sup>th</sup>. Yvonne will contact Sandy about being the cashier; Heather will help. Jan will provide a cash box. The Mormon missionaries will help to dismantle the tables and transport books to the old library. Trustees agreed to sell a bag of books for \$5 for the last hour of the sale.

#### 6. Book and Arts Sale in the Old Library

Proposed dates will be Wednesdays and Sundays from 3-5pm, starting Sunday July 29<sup>th</sup> and ending Wednesday, August 29<sup>th</sup>. Volunteers can sign up at the book sale. They will be responsible for returning cash to the librarian prior to the next volunteer day.

#### 7. Planning for the Randolph celebration 2024

Sarah Eusden Gallop recently sent an email requesting representation from each town organization in the planning of the town celebration. The first meeting will take place on Saturday August 11<sup>th</sup> at 3.30pm at Guy Stever's house. Yvonne will attend, and possibly Steve T.

#### 8. New Hampshire Municipal Association

The NH Municipal Association will be running an annual conference on November 14<sup>th</sup> and 15<sup>th</sup> to include training sessions for library trustees. Heather is interested in attending.

#### 9. Other business

- The blinds for the White Mountain Room came without a motor, unexpectedly. Yvonne and the trustees are satisfied with them, the bill was correct, Heather will not contact Colorworks to question the order.

- Library keys. Some volunteers have keys, some do not. It was determined that this is not an issue at this time. Both Yvonne and Linda Dupont have a list of who has which key.

There being no other business the meeting was adjourned at 8pm.

Next meeting: Monday, August 27<sup>th</sup> at 6.30pm

Respectfully submitted,  
Heather Wiley, secretary