

Randolph Public Library

Trustees' Meeting, Wed March 27th, 2019, 6.30pm

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

1. The minutes from the previous meeting were approved on a motion by Jan, seconded by Steve T, all were in favor.
2. Treasurer's Report

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|------------------------|-------------|
| Town Checking | \$4,933.92 |
| RPL Checking | \$14,476.75 |
| Building Fund Checking | \$475.43 |
| Building Fund CD | \$17,623.97 |
3. Librarian's Report
 - 12 people attended the "Zen Practices" workshop.
 - 14 people attended the March documentary, "Free Solo".
 - There will be no childrens program in April.
 - The blinds have been replaced in the White Mountain Room.
 - An article has been submitted for the April Mountain View publication.
 - The State report has been submitted.
 - Yvonne attended the North Country Library Coop meeting in Lancaster on March 11th.
 - Yvonne is working on culling the childrens collection to make way for new books.
 - Yvonne requests \$200 for the summer reading program. A motion to approve the spending was made by Steve T, Jan seconded, all were in favor.
4. Friends' Group Report

A letter to encourage membership will be sent out soon. The Friends recently spent \$220 on new DVDs for the library.
5. Revised Computer and Internet Use Policy

There was discussion about the Wireless Internet policy in conjunction with the Computer policy. It was felt that both could be combined as some of the wording was duplicate. Steve T felt wording should be added that stated the library was not liable for any untoward outcomes due to transmitting sensitive information while connected to our network. Heather will type up a revised version and circulate to the trustees prior to the next meeting. The next policy to discuss will be "Collection Development" which Yvonne will email to the trustees for review.
6. Purchasing Needs

Jan proposed that the trustees should document short- and long-term purchasing needs and goals. Yvonne suggested that the "Appalachia" publications should be professionally bound, as should Jim Penney's diaries. Yvonne will research the cost and make a list of any other book binding needs. The trustees may elect to do 1-2 projects per year.
7. Other business

- a. Yvonne priced out new projectors – range from \$1258.88 on Amazon to \$1499 through Epson. A new laptop would cost between \$519 to \$919. Heather proposed \$2500 maximum from the RPL checking account to cover the cost of both projector and laptop plus shipping and any spare bulbs, etc. Steve T seconded, all were in favor.
 - b. Steve T informed the trustees that Lisa Teczar has agree to take over as library volunteer coordinator in place of Arlene Eisenburg who is moving away. The trustees are grateful to Arlene for her many years of service. It is noted that more volunteers are always needed. Yvonne will put up a notice on the bulletin board.
8. The next meeting will be on Monday, April 22nd at 6.30pm.

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

Respectfully submitted,
Heather Wiley, secretary