

Randolph Public Library  
Trustees' Meeting, Wed Feb 19<sup>th</sup>, 2020, 6.30pm

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

1. Denise made a motion to approve the minutes of Jan 15<sup>th</sup>, Steve seconded, all were in favor.

2. Treasurer's Report

Town Checking	\$6,615.32
RPL Checking	\$12,380.32
Building Fund Checking	\$475.53
Building Fund CD	\$18,058.72

The budget proposal for the next FY was presented to the town's budget committee last week. It was submitted for the town report without issue.

Jan shared the proposed line items for the budget:

Salaries: Librarian	\$8,925
Janitorial	\$650
Books	\$2600
Supplies	\$200
Propane	\$2900
Electricity	\$1400
Telephone	\$450
Periodicals	\$550
Technology/Catalog	\$900
Computer/Support	\$550
Miscellaneous	\$25
Total	\$19,150

This is a modest increase of \$1400 over last year and includes a \$1/hour raise for Yvonne. The trustees acknowledged and thanked Jan for her work on preparing the budget. Heather will take over billing/signing checks until a treasurer can be appointed.

3. Librarian's Report

- The shade in the White Mountain Room has been fixed.
- The Kids, Books and the Arts Grant application has been submitted. If successful, the library will receive \$300 towards a visit by the Squam Lakes Science Center this summer. They will tell 3 animal stories and present the corresponding live animal.
- Yvonne is continuing to work on the NH State Library Report for 2019, due by March 16<sup>th</sup>.
- Bob Kruszyna is ready to move his mountaineering collection to the library and has hired helpers for this process. It should take place on Feb 24<sup>th</sup> or 26<sup>th</sup>.
- School vacation programs include a tissue paper art project on Mon, Feb 24<sup>th</sup> from 3-4pm, and a family movie and pizza night on Wed, Feb 26<sup>th</sup> from 5-7pm.
- Yvonne is planning to take a vacation from June 20-27<sup>th</sup> and is working on finding a replacement.

- Jessica Garfield from Irving Energy called requesting to talk with trustees about changing to Irving for energy needs. The trustees are satisfied with Suburban Propane and don't see a need to switch service at the moment.

- Yvonne questioned the heating system filter needing cleaning. The trustees will address this in the summer.

#### 4. Friends' Report

There is nothing to report.

5. The trustees recognized and thanked Jan for her 4 years of service as a trustee, including 3 as treasurer. She was presented with a card, gift and cupcakes.

6. Rhonda Stitt expressed interest in the vacant trustee position and has put her name on the ballot for the upcoming town election. The trustees were happy to hear that she may be interested in the treasurer position.

#### 7. Volunteer Recognition

The annual volunteer recognition luncheon will be held on Saturday, May 30<sup>th</sup> at noon in the library. Further details TBD.

8/9. The report on the webinar "Recruiting Younger Board Members, Friends..." and review of the collection development policy will be postponed until next month's meeting.

10. The next meeting will be on Wed, March 18<sup>th</sup> at 6.30pm.

There being no other business, the meeting was adjourned at 7.45pm.

Respectfully submitted,

Heather Wiley, Secretary