

# Friends of the Randolph Public Library

Board Meeting

April 21, 2021

Meeting Minutes

## I. Call to Order

Catherine Zirpolo called to order the meeting of the Board of the Friends of the Randolph Public Library at 9:05 AM EST on March 10, 2021. This meeting was held in person at the RPL.

## II. Attendance

- Catherine Zirpolo – Co-President
- Anne Forsyth – Co-President
- Michele Cormier – Treasurer
- Kayla Demers – Secretary
- Yvonne Jenkins – Librarian

## III. Approval of the Minutes from the March 10, 2021 Meeting

Correct spelling was requested for both Michele and Katharine's names. After that, Michele made a motion to approve. Anne seconded. All in favor.

## IV. Librarian's Update

- **Library Status:**
  - Hard to plan given the current situation
  - Mask mandate has ended in NH, but the Library will keep the mandate
  - Given the studies about COVID and how the virus is spread through the air, the RPL is no longer quarantining books.
- **Air Purifiers:**
  - The trustees approved two air purifiers. The group discussed the need for 1 or 2 more purifiers, given that they can be moved around fairly easily.
  - Anne made a motion to purchase 1 air purifier. Catherine seconded. All in favor
  - The topic can be revisited for any additional at a later time.
- **Summer Children's Program:**
  - Yvonne & Shannon Buteau from the Gorham Public Library will not be organizing any joint zoom programming this summer.
  - For Randolph, programming will likely be outside, if anything is done in person
  - Yvonne will be pulling together 'Grab and Go' bags for the children
    - The NH Fish & Game will provide copies of the *Wild Times* magazine to put into the bags. Yvonne will pick them up from the office
- **Adult Programming:**
  - Great North Woods Libraries programming
    - Ty Gagne's book – they'll purchase 15 books as a group and loan them around for different town book discussions
  - Potential speaking opportunity: Mark Synnott

- Michele mentioned that Paul said that Mark would be willing to speak live, at no cost. He would just want to be able to sell his books.
    - The cost would be free; we could ask for donations to an organization
    - Next step: Michele will ask Paul about Mark's availability
  - Map & compass programming
    - Yvonne still interested in organizing this program. Yvonne will check with Mike Chabot on the map & compass materials, which the Friends would purchase
    - Class would require sign-up; limit of 10 per class
    - Next steps: Yvonne to reach out to Paul & Mike
  - Potential artist program: Erik Koeppel <https://www.erikkoeppe.com/>
    - Yvonne reached out to Erik. Potential for an 'En plein air' watercolor activity.
    - Erik would donate his time and bring some of his paintings.
    - Yvonne would want to provide watercolor supplies; the Friends could potentially purchase the supplies
    - The cost would be free; we could ask for donations to an organization
  - Potential robotics program:
    - There is a person in town (Radice) who has robots and could potentially bring them for a demonstration
  - Michele commented that we can ask for RSVPs on any indoor programming to help manage expectations/crowds
  - DVDs – Yvonne would like to purchase \$180 worth of DVDs
    - Anne made a motion to approve \$200 for DVD purchases
- **Financial Authorizations:**
  - Summary of purchase requests:
    - 1 air purifier
    - Map & compass materials
    - Watercolor materials (if that program comes to fruition)
    - \$200 for DVDs
  - Anne made a motion to approve all purchases discussed. Catherine seconded. All in favor.

## V. Treasurer's Report

- Friends operate on a calendar year
- We're operating at a loss for the year (~\$200), having paid for:
  - Great North Woods programming contribution
  - Zoom license
- We have ~\$8,000 in the bank; \$4,175 are restricted funds
- Next step: Yvonne will share movie license to be paid for by Michele (\$104)

## VI. Trustees' Meeting: Report & Book Sale

- Book & Bake Sale: determined dates & time: July 24-25<sup>th</sup> from 9 AM – 2 PM
- Friends group discussed:
  - Confirmed to keep bake sale as part of the event – we could have a separate tent outside

- Perhaps have a raffle basket
  - Note that we have one dozen “Friends of RPL” bags left. Last time they charged \$12 per bag
- Next step: Yvonne will start working on a flyer for the event

## **VII. Friends of the Library Revitalization**

- Kayla & Anne walked through the communications strategy. Summary:
  - Group seemed open to online donations (via a form & PayPal submission)
  - Kayla to reach out to Laura to ask about email and form recommendations
  - Revisions requested to the form – also provide a option “I don’t want to be a member”
  - Remove “The” as part of the name
  - For larger donations & for donor-advised funds – we should have an acknowledgement
- Next steps:
  - Kayla to revise the content & re-submit to the group for the next meeting
  - Friends article draft is due May 15th – Anne to start, send to Yvonne, and then run by Kayla

## **VIII. Close**

Meeting adjourned at 10:21 AM EST. Move to adjourn by Catherine; seconded by Anne.

Next meeting scheduled for **Noon EST on Wednesday, May 12th**