

MINUTES  
RICHMOND MEMORIAL LIBRARY ASSOCIATION  
EXECUTIVE BOARD SPECIAL MEETING

March 14, 2018

PRESENT: Michelle Quincy; Lisa Seethaler; Jann Parker; Sarah McGuire; Audrey Skorski; Nancy Wood.

ABSENT: Karen Langlois; Joanne Buck; Mark Dursin.

CALL TO ORDER: Meeting called to order by Michelle Quincy at 6:04 PM.

PUBLIC FORUM: None.

ADDITIONS TO THE AGENDA: None

MINUTES: The minutes of the January 24, 2018 meeting were moved to be accepted by Lisa Seethaler; seconded by Audrey Skorski. Minutes were approved.

CORRESPONDENCE: None.

TREASURER'S REPORT: Treasurer's Report is on file. Investment funds are down slightly, in keeping with the recent market movements. Jann Parker moved to accept the report; seconded by Sarah McGuire. Motion was approved. Nancy Wood shared the Profit/Loss statement (on file).

COMMITTEE REPORTS:

1. FINANCE COMMITTEE: Did not meet.
2. FRIENDS COMMITTEE: Did not meet due to inclement weather. Meeting has been tentatively rescheduled for the end of the month.
3. BUILDING AND GROUNDS: Did not meet.

SPECIAL COMMITTEES: None.

DIRECTOR'S REPORT: Director Nancy Wood's report is on file. Nancy explained the new auto renewal program. She also shared that as a result of an AHM program on opioid abuse, the library has a Narcan sample if needed for opioid overdose.

OLD BUSINESS:

A. 2018-2019 Budget: Town has requested that budget proposals reflect a 5% decrease. A 5% decrease puts the library in the same funding position it was ten years ago. A 5% decrease would have a huge impact on library operations: collection materials would be reduced by 31%; programs would be decreased by 40%; Saturday hours would be eliminated from May through September and furlough days would be needed. Nancy has proposed a flat budget, which still will require a 13% reduction in collection materials and programming. (Board members to attend BOF budget workshop meeting after this meeting.)

B. Computer replacement project: Nancy Wood is considering various proposals from two vendors. She expressed concern that one bid leaves too much labor "TBD." Another vendor has been more specific in his proposals, and more amenable to tailoring his proposals to the library's requests.

C. Board vacancy: Audrey Skorski moved that Elise Kremer be appointed to fill the member at large position made vacant by Donald Kuerner's resignation. Lisa Seethaler seconded the motion. Motion unanimously passed.

NEW BUSINESS: None (But we all thank Sarah McGuire for bringing fresh-baked chocolate chip cookies!)

OTHER: None.

PUBLIC FORUM: None.

ADJOURNMENT: Audrey Skorski made a motion that the meeting be adjourned; motion was seconded by Jann Parker. Motion passed. Meeting was adjourned at 6:49 PM.

Respectfully submitted,

Jann Parker

March 27, 2018