

Readfield Community Library .  
Board of Trustees Meeting  
September 13, 2023

The meeting was called to order at 6:36pm. The meeting was held in person at the Giles Hall and by Zoom. Trustees in person were Jen Bonnefond, Pat Clark, Jackie Drouin, Brenda Lake, Deb Peale and Chris Olson. Attending by Zoom were Sonya Clark, Maureen Kinder. Excused was Pam Mitchell. Also present was Librarian Melissa Small.

Secretary Report: May 2023 Minutes: Pat made a motion to approve. Brenda seconded. All Approved. June 2023 Minutes: Jen made a motion to approve. Deb second. All Approved.

Treasurer's Report: The board unanimously approved the Fiscal year end 2022/2023 Treasurer's report, and the July 2023 Treasurer's report. The August 2023 Treasurer's report was tabled until September. Votes on three reports as follows– Year end report: Brenda motioned for approval, Deb seconded. All Approved. July report: Pat motioned for approval. Deb seconded. All approved. August report: The board agreed to review the report from August 2023 to next month's meeting in October 2023.

Old Business:

Summer Reading program: There were 40 adults and 97 children/teens who participated. Adults had 1006 hours of reading. Children/teens 916 hours. The Board discussed next year's theme with the slogan Read, Renew and Repeat. Deb made a motion to approve spending \$15.00 for the cost of the iRead national summer reading program materials. Pat seconded. All Approved.

Heritage Days: Summer Book Sale and Community Fair.

Community Fair: about 20 residents approached the table. The board agreed to do it again next year.

Book sale: The book sale profits were \$945.00 and the Raffle tickets sales were \$228.00. The raffle proceeds were deposited to the Friends of the Readfield Community Library account, and the Book Sale Proceeds were deposited into the Library account with the Town.. Did the book sale profits go to Friends? I am only aware of the raffle ticket money and a patron donation going to the friends.

New Steps / Ramps / and Egress:

Steps/Ramp: continuing work to be done on platform/landing and railings to meet ADA codes

Egress: kickplate to be installed;discussion of fire escape door color (outside).  
Melissa, Pam and Jackie are to meet with an electrician to discuss electrical work upstairs, in the Adult room, and outside of the building.

Zoom account and Library Laptop: The new Zoom Pro account will be through TechSoup (versus Networkmaine as has been since 2020). This year there is no cost (as the Maine State Library will fund \$75 and we were able to get a TechSoup discount of half price, bringing the \$150 charge to \$0). We will have to discuss continuing with the account for next year during budget season.

Laptop: The Librarian's laptop has been replaced with a refurbished town laptop at no cost.

#### New Business:

Library Cards and Students: The board discussed providing non-Readfield students who attend Maranacook Community High School a free library card. This would be just during their attendance at the school. Jen made a motion to approve the issuance of non-resident students a free library card for one year trial period. Pat seconded. All Approved.

Donations to Friends of RCL vs RCL: The board agreed there were no issues.

Next board meeting the board will discuss upcoming electrical and upstairs renovations. They will begin developing a Meeting Room policy for the upstairs use.

Next meeting will be on October 11, 2023

The meeting was adjourned at 8:09 p.m. Pat made a motion. Jen seconded. All Approved.

Respectfully Submitted,  
Jen Bonnefond, secretary