

RED CABOOSE LIBRARY BOARD SPECIAL MEETING MINUTES

May 17, 2023

BOARD MEMBERS PRESENT: Linda Klopf, Gloria Kelly, Valerie Conaty, Wendy Yager, and Ellen Serra

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: David Ross (Chair, Parks and Rec)

The special meeting was called to order by Linda Klopf on Wednesday, May 17, 2023 at 2:05pm in the Small Meeting Room of the River Bend Community Building with a quorum present.

- I. **Approval of 4/13/23 Minutes:** The board meeting minutes were distributed and reviewed. A motion to accept the minutes as presented was made by Board Member Gloria Kelly and seconded by Board Member Linda Klopf.

- II. **Library Communications:**
 - a. Parks and Rec:
 - i. Liaison Report

The library liaison did not attend the Parks and Rec meeting this month. David Ross, new Chair of Parks and Rec, was introduced.

- b. Town Council:
 - i. Review of Town Council Meeting and Work Session

The draft contract for the library was proposed at the 11 May Work Session. The contract was reviewed by an attorney and the library board has several questions that need to be addressed.

- ii. Progress: Funding, Library Home

If the PW grant is not awarded to them, there is still a possibility the library could inhabit the existing PW space once they move to their new building.

- III. **General Library Operations:**

- a. Patrons List

It is time to get a hard copy of the patrons list. This serves as a redundant system in case the electronic list cannot be accessed.

- b. Book/Tech Mobile

There was a good turnout at the April bookmobile although not as many as last time. However, it was during the forest fire (smoky) and there were also a lot of bugs out that day.

c. Library Carts

Selling books from the library carts is going very well. It was suggested we mark those books in some way so if they come back to us, we aren't wasting time checking them against inventory.

d. Inventory Status

i. New Fiction/Non Fiction Added

Most of the "new" (to us) books have been shelved. We were waiting on additional book cards, but those have been received. Linda is working on those final inventory numbers.

ii. Children's Books Added

Thirteen new children's books have been added and they will be placed in the inventory on the town website. It was noticed several children's books have been checked out for a long period of time (over a year). Those patrons will be contacted to see if those books can be returned or if we need to take them out of inventory. Other patrons who had had books checked out for a long period of time have or will be contacted.

IV. Financial Report: Gloria provided copies of the April 2023 Financial Report.

V. New Endeavors/Fundraising

a. Murder Mystery Night

The Murder Mystery Night fundraiser is going well. There are 20 people involved with the production. We currently have 60 reservations with a few on the wait list. Gloria will send an email this evening to remind people on the reservation list and to ask them to notify her if they need to cancel. "EMTs" are now coming to remove the body with a stretcher. There are five kinds of "wine" (grape juice). There are statues for the best Actor and Actress and a real bottle of wine will be awarded to the person who guesses the murder correctly. This event has not cost the library anything since all items have been donated.

VI. New Business:

a. Fourth of July Parade

Plans for the 4th of July parade were discussed. Library volunteers may ride in a decorated truck or can walk like in years past. Plans will be finalized at the June meeting.

David Ross mentioned they are trying to recruit outside sponsorships for 4th of July festivities.

b. Volunteer Luncheon

Linda received an invitation from the town for library participation in the June 10th River Bend Volunteer Luncheon. Volunteers need to RSVP to Linda by June 2nd so she can give the count, as requested, to Delane.

c. A Children's Program Proposal

There was a proposal regarding a children's author program. Due to lack of participation in the past, children's program activities are going to remain on hold for now.

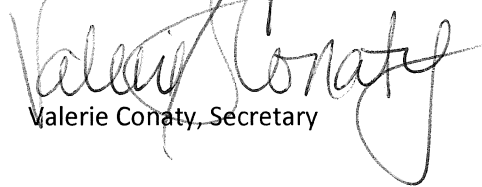
VII. Visitor Comments:

David mentioned we may need to ask the town to spray the grass area prior to the book/tech mobile visits. That was done prior to the Easter egg hunt and it made a difference with the bugs.

David will make sure Wendy is on distribution for the Parks and Rec meetings. Jeff Weaver, the council P&R liaison, attends all their meetings.

VIII. Adjournment: Motion to adjourn was made by Board Member Gloria Kelly and seconded by Board Member Wendy Yager. Motion passed unanimously and the meeting was adjourned at 3:50 pm.

Respectfully submitted by:


Valerie Conaty, Secretary

Date: 6/8/2023