

**Rye Public Library  
Board of Trustees – Minutes  
September 13, 2018**

Present: Trustees Karen Oliver, Dr. Brian Klinger, Victor Azzi, Karen Allen, Jeffrey Ross, and RPL Director Mr. Andrew Richmond

The meeting was called to order at 5:41 PM by the Chair followed by the Pledge of Allegiance

**Approval of Minutes of Earlier Meetings:**

The Board approved the minutes of the August 23 meeting, as amended.

**Correspondence:**

The Board reviewed a letter from Donlyn Ryan, steward of this summer's Little Free Library regarding its success and impact.

**Financial Report:**

The Board reviewed a letter from Plodzik & Sanderson, auditors, to the Town of Rye Board of Selectmen. Director Richmond indicated that a portion of the letter questioned the library's reconciliation of cash balances, which he believes requires correction. He will draft a letter requesting that correction to be sent by him and Treasurer Klinger to auditor, as well as the Board of Selectmen. The Board will follow up on this matter at its September meeting.

**Director's Report:**

The Board received Director Richmond's report which included:

- 500 copies of the strategic plan progress report will be printed
- reimbursement for the emergency HVAC repair was received and deposited
- copies of the recently adopted library employee compensation policy have been printed and placed in Trustee
- two quotes for repairs to fence and gate on the west side of the library were received, the discussion of which was tabled until the September meeting
- total attendance at youth department programming for August was 498, including the largest ever attendance at the Harry Potter Movie Marathon (104)

**Unfinished Business:**

Mr. Azzi reported on the schematic design process for the possible renovation and expansion of the library and updates to the design reviewed at the last meeting of the Building Committee on September 10. The Board will review those updates with the architect at a 5:30 PM meeting on September 24.

The Rye Public Library will host a regional meeting of the New Hampshire Library Trustees Association at 6:30 on October 11.

**Non-Public Session:**

At 6:55 PM the members of the Board were polled and all were in favor of moving to non-public session pursuant to RSA 91-A:3, 11 in order to discuss the hiring of a development consultant related to the possible expansion and renovation of the library. The members of the Board were polled and all were in favor of ending the non-public session at 7:21.

The Chair moved to adjourn at 7:24. The members of the Board were polled and all were in favor.

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