

**Rye Public Library  
Board of Trustees – Minutes  
Public Session  
February 21, 2023**

Present: Trustees Victor Azzi, Jeffrey Ross, JoAnn Hodgdon, Michael Moody, Christine LeBlond and Director Andrew Richmond

The meeting was called to order by the Chair, Jeff Ross, at 4:05 PM. The Pledge of Allegiance was waived.

**Director’s Report:**

Director Richmond reported that memorial donations received in the name of Shirley Belcher were transferred to the Friends of the Rye Public Library per her obituary.

The Koha Interlibrary Service software license has been renewed; 2023 is the first year that the library will benefit from making the switch to this system – a savings of about \$5500 per year.

Director Richmond received a proposal from Otis Elevator for replacement parts that could be purchased in advance (while they’re still available) in case they were to be needed for a repair. The cost of the two parts totals approximately \$12,000.00. Although the elevator is about 25 years old, it is in good shape and the Board doesn’t see the value in purchasing and storing these parts.

Director Richmond has been in touch with someone at Dowling Corporation regarding an updated quote for the replacement of the aged HVAC system as well as a quote for a heat pump as an alternative solution.

**Policy Review:**

The Board discussed the Furniture Funding Request that Jess Ryan, Head of Youth Services, brought to the Friends of the Rye Public Library. The request included a high-top table and a set of two adjustable stools for the Young Adult Room, four gaming floor chairs (to be used for programming), and a set of four cube chairs for the Children’s Room. Ms. Hodgdon reported that at their last meeting, the Friends were concerned about the quality of some of the items and questioned their longevity as well as their aesthetic.

Mr. Azzi reported that the Friends had asked him to review and provide an opinion on the items in the request. He sent a letter to Karol Layman, President of the Friends, noting that furnishings should be of institutional quality and that the reviews of some of the items were not favorable. He also expressed concern that Scotchguard, a “forever chemical,” was included.

The Board discussed the items on the order and their intended use as well as the role the Trustees should play in the decision-making process. Mr. Azzi said that requests of this kind have usually come to the Board from the Director for review and consideration. Director Richmond suggested drafting a policy for furniture acquisition so that there is a formal procedure in place.

Ms. Hodgdon said that she and some of the Friends had visited area libraries to look at furnishings in other teen and youth rooms and proposed further research into alternative

suggestions. The Board agreed that the Furniture Request should be tabled until other options are considered.

**Library Common:**

Mr. Ross said that he had spoken with Jonathan Halle of WarrenStreet Architects last week. He said Mr. Halle is interested to work with the Board on a revised plan that focuses on the 0.4-acre parcel. Mr. Moody said he thinks the Board should explore other options and suggested contacting Terra Firma in Portsmouth.

Mr. Azzi suggested contacting AIA NH and Plan NH, professional organizations that could provide a list of firms. He offered to do this and put together a list of potential firms to review at the next meeting.

**Approval of Minutes:**

At 6:06 PM Mr. Moody moved that the Board approve the January 17<sup>th</sup> meeting minutes. Mr. Ross seconded. The Board was polled and all were in favor.

The next meeting will be on March 21<sup>st</sup> at 4:00 PM.

**Adjournment:**

At 6:08 PM Mr. Moody moved that the Board adjourn. Ms. LeBlond seconded. The Board was polled and all were in favor.

Respectfully submitted,

Christine LeBlond  
Secretary  
February 25, 2023