

Trustee Meeting October 12, 2015

Griffin Free Public Library

Present: Nancy Mayland, Chair, Lorraine Senechal, Secretary, Jeanni Worster, Treasurer

Alternates: Sharon Bluhm, Liz Michaud

Public: Joe Forest

7:04 PM

Minutes of the September 14th meeting were read and accepted, noting under correspondence the name Joe Forester should be Joe Forest: motion made by Lorraine/Jeanni 2nd.

Minutes of the September 23th meeting were read and accepted: motion made by Nancy/Jeanni 2nd,

There was no correspondence.

The Treasurer's report was read and accepted: motion was made by Lorraine/Nancy 2nd. Placed on file subject to audit.

Stats compiled by staff was discussed.

The Technology Plan was discussed. A motion to include the scanner was made and accepted: motion made by Jeanni/Lorraine 2nd.

Nancy gave an update on the progress being made in finding a new director. Candidates have been narrowed down to three individuals. Two are schedule to be interviewed Saturday. Arrangement for interviewing the third is in progress.

The parking lot was discussed. Stantec sent our application to the DES which turned us down. We will be looking at other possible alternatives to increase parking spaces.

Our budget is ready to be presented to the Board of Selectman. We are scheduled to meet with the Selectmen on Monday the 26th.

Due to an active Friends Group it was suggested to put them on our Agenda each month. The Friends meet on the first Monday of every month. By putting them on the agenda it would enable us to be better informed of their activities, needs and more effectively support them. At their last meeting the Friends voted to give us a folding table, 3 fans including installation cost, and letters (both large and small) for our outdoor signs. A motion was made and passed to accept these donations: motion made by Lorraine/Nancy 2nd. The Friends are presently having a Van Otis Fundraiser for both Thanksgiving and Christmas. They are also making plans for the Santa Breakfast on Saturday, December 14th. The Photo Contest was discussed. Recommendations from the judges will be kept in mind planning next year's event. Their 501 C3 is completed and sent to the State.

The agenda for the staff meeting was discussed. Staff input will be sought before finalizing the agenda.

The Employment Agreement was discussed. It was agreed that an employee giving a one month (30 days) notice to the Library Trustees of a voluntary separation was sufficient. Thus section V. paragraph 4 would be changed to read 1 month (30 days notice) instead of two (2) month notice.

Joe Forest was asked if he would be interested in becoming an alternate. Joe replied in the affirmative. A motion to recommend Joe Forest to be an alternate trustee for the Library was made by Jeanni/Nancy 2nd.

A motion to adjourn the meeting was made by Lorraine/Jeanni 2nd.

Meeting adjourn at 8:21 PM

Next meeting will be November 9th at 7:00 PM

Respectfully submitted,

Lorraine P. Senechal