

Griffin Free Public Library
Board of Trustees Meeting
March 14, 2016

Present: Nancy Mayland, Chair; Jeanni Worster, Treasurer
Liz Michaud, Secretary; Sharon Bluhm, Alternate, Joe Forest, Alternate
Kathy Grownney, Library Director:

Nancy Mayland called the meeting to order at 7:03PM

Opportunity for the public to speak

- No public was in attendance

Review previous minutes

- The minutes of the February meeting were reviewed
- Motion to approve was made by Liz Michaud/ Jeanni Worster 2nd. All in favor

Correspondence:

- No Correspondence was received

Treasurer's Report:

- Report reviewed and attached.
- Discussion was held about Wowbrary and eSequels and a decision was made to place them under an Electronic Resources line in the budget. Also the cost for the Library Journals will now be placed under the Periodicals line. These changes allow for greater detail in the budget, and make no increase/decrease.
- Motion to accept the report and place it on file subject to audit was made by Nancy Mayland/ Liz Michaud 2nd. All in favor.

Director's Report - see attached:

- Auburn Kick Off to Summer Town Event – Kathy was asked if the library would like to have a table/booth. We would like to participate and will ask staff and the Friends if they would like to help. Kathy will work with the staff to come up with activity idea, and put together handouts about the library.
- Mary and Hope would like to attend a NHLA Paralibrarian workshop. Motion to pay for registration to the workshop, and membership if requests, was made by Nancy Mayland/Liz Michaud 2nd. All in favor.
- Kathy to attend a free genealogy workshop and gather information about Ancestry.com. The board approved.
- The board approved renewing Wowbrary, this is already in the budget.
- The library web site is a .COM, but as most libraries are .ORG, Kathy is looking into obtaining that site as a convenience to our patrons.

Friends of the Library:

- Fay Hanscom has been voted in as the new Secretary
- Kathy has updated the Friends Brochure and it is available at the Desk.
- At the March Meeting the Friends approved to purchase 4 additional museum passes: Mt. Kearsarge Indian Museum, Squam Lake Science Center, USS Constitution Museum, and Wright Museum of WWII.
- The Friends Group invited friends to the March Meeting, it was well attended.

Old Business:

- The Museum Loan Policy and Form were discussed. The Policy is to be posted in our book and on the web site, the Form should summarize the policy and would be filled out in the event of a loan. Kathy to revise both, making sure that Terminology and details are the same. We will review again next month.
- Sweet Pea has given permission to use their parking lot when they are closed.
- The Melendys will be repopulating the planter this spring.
- Nancy gave Kathy a new desk chair.

New Business:

- NHTLA Conference – The deadline to register is May 9th.
The board reviewed the session topics and made some suggestions. Everyone should send their requests to Jeanni before the new Board Meeting so she can send in one check and registration.
- Kathy presented a Wish List for the library:
 - She would like to replace the broken public catalog computer with an iPad Air with a stand. The 2016 budget included computer upgrades so this is approved. Liz should be able to purchase one at a discount through her company in May.
 - Through the Library Telescope Program, she would like to purchase a telescope that could be used at the library and be available for check out by patrons for use at home. The board will ask the Friends if this is something they would like to purchase for the Library, or it could be purchased from funds in the unrestricted gift account.
 - Kindle Fire to be used in the children's room and for Storytime, as well as being useful as a tool to help patrons with downloadable books. Kathy will watch for sales to get the best price. Motion to purchase using the Unrestricted Gift Account was made by Liz Michaud/Jeanni Worster 2nd. All in favor.
 - Nancy to email established Wish List to Kathy for her review.

Other Business:

- A discussion was held about the Legal Name of the Library. Nancy will research.
- Nancy made a suggestion that we host a Regional Trustee Workshop similar to one that was previously held in Hooksett. Discussion followed about topics, asking for suggestions from other library trustees, and topics we could suggest.
- Nancy made a suggestion that the Library pre-sell tickets to the Deerfield Fair in the fall as a benefit to the community. She will contact the fair organizers.
- Jean Wozniak would like to use space in the library to hold a photography class. Discussion followed about staffing to keep the library open. A decision was made that we cannot immediately approve this request, but will review next month after Jeanni has talked to Adele about payroll.

Motion to adjourn was made by Nancy Mayland/ Liz Michaud 2nd, all in favor
Meeting was adjourned at 9:47pm

Action Items:

- Liz, Joe and Sharon all need to be sworn in at Town Hall
- Kathy to see if she can find the Alarm Pendants and call Scott to repair them if they are not working.
- Kathy to update the Museum Loan Policy and Form.
- Kathy to check with Hope about becoming a Paralibrarian Member.
- The Board to ask the Friends if they are interested in purchasing a Telescope.
- Kathy to check for sales and purchase a Kindle Kids Edition.
- Nancy to email established wish list to Kathy.
- Nancy to research the legal name of the Library.
- Everyone needs to send their NHTLA requests to Jeanni by April 11th.
- Jeanni to check with Adele about payroll for extra hours to allow the library to be used as a meeting space when the library is closed.

Liz Michaud
Secretary