

Griffin Free Public Library
Board of Trustees Meeting
August 16, 2016

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

Liz Michaud called the meeting to order at 6:37pm

Opportunity for the public to speak

- No public was in attendance

Review previous minutes

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

Correspondence:

- No Correspondence was received
 - Thank you note sent to Mt Saint Mary for loaning us tables for the Book Sale.
 - Email between Joe Forest and the Scouts thanking them for help at the Book Sale.

Treasurer's Report:

- Report reviewed and attached.
- Motion to accept the report and place it on file subject to audit was made by Jeanni Worster/ Liz Michaud 2nd. All in favor.

Director's Report - see attached:

- Report reviewed and attached.
- Kathy added graphs to the report and we found them helpful at noticing trends.
- Follow-up to question from last month: The patron computer has antivirus installed.
- Kathy is meeting with designers about the Circulation Desk, she suggested relocating the desk to the first room. Everyone agreed this was a good option to investigate.
- Kathy led a discussion about the Lego program at Hooksett
- Kathy to ask Corey for ideas about storing our folding chairs
- Discussion was held about a cataloging subscription that would be helpful to the library, we will review for next year along with potential upgrades to our computer hardware.
- Kathy asked about conferences that the staff would like to attend. She will email the board with information and requests about the specific conferences.

Friends of the Library:

- The Friends are getting donations for Duck Race
- They are working on a design for the Scarecrows

Old Business:

- Review Maintenance/Repairs List, nothing added but items were updated
 - The Roof Repair has been installed and looks great
 - Carpets scheduled to be cleaned.
 - The Mason will look at our foundation whole and give us an estimate
- The July Book Sales was a great success, we had record sales.
- No changes were made to the Wish List for the Friends.
- A meeting to review of the Library Strategic Plan will be scheduled later this year.
- Vintage Books/Special Collection – discussion postponed.

New Business:

- Discussion was held about TD Bank Infinity Program.
- Parking Lot Expansion: We need to empty and move the shed, Jeannie suggested scheduling this for a Sunday-Monday. Possible dates were discussed
- Discussion was held summarizing the yearly Budget Process, we will need to schedule a meeting soon to begin planning.
- NHLTA Conference “Lessons Learned” discussion postponed.
- A review of the Pinkerton Summer Reading program found that we had most of the books available in our collection, and that the AVS Summer Reading program was more active.

Other Business:

- Discussion was held about software on the patron computer that is designed to clear history and erase cookies. Kathy will check and see what we currently have installed.

Motion to adjourn was made by Liz Michaud/Jeanni Worster 2nd, all in favor
Meeting was adjourned at 8:40 pm

Action Items:

- Jeannie to check with Kathy Sylvia to find how she wants to receive our reports.
- Liz to update the Library Repair spread sheet.
- Jeannie to check with Fay & Nancy to schedule dates for the Shed move.

Liz Michaud
Secretary