

Griffin Free Public Library
Board of Trustees Meeting
October 10, 2016

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

Absent:

Nancy Mayland called the meeting to order at 7:04pm

Opportunity for the public to speak

- No public was in attendance

Review previous minutes

- The minutes of the September meeting were reviewed.
- Motion to approve with made by Liz Michaud/ Nancy Mayland 2nd. All in favor

Correspondence:

- Nancy sent Thank You notes to the men who worked on the parking lot.

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.
- The Friends are looking in the Smiles Program with TD Bank, but have run into a snag as they are required to have three years of concurrent tax records to insure they are 501C3.

Friends of the Library:

- The Friends did well at Duck Race.

Old Business:

- Review Maintenance/Repairs List, items were added updated.
- Parking Lot Expansion is done.

New Business:

- Discussion was held about changing the time and the monthly date of the Library Trustee Board Meetings. Due to everyone's schedule it will stay on the second Monday of each month, but we will convene at 6:30 going forward.
- Discussion was held about the outside outlet. It works, we will not make any changes
- Discussion about shared maintenance with Town Hall was held:
 - We have a lot of people who work for us that we really like and that we don't want to lose. Utilities could be part of the joint purchasing, but doesn't sound like it will work for us.
 - What is the benefit to us? Jeanni suggested that we get our work done quickly because we handle it ourselves. This would be a ticket system and we would have to submit a request to town hall.
 - We need to decide if we're interested
 - Kathy is worried about getting work done in a timely manner: School, Town Hall, Fire Stations, Parks and Recreation are other depts. that would also use the service
 - We want to learn more before we say yes or no.
 - Put on agenda for next month
- Holiday Schedule was discussed. The Library will be closed Saturday Dec 24th & Tuesday Dec 27th as well as Saturday December 31st and Tuesday January 3rd.
- We need to schedule a meeting to review the personnel policies.
- A discussion was held to finalize the budget request.
- Discussion was held about storage for the folding chairs and we asked Kathy to get us on the agenda.
 - Racks? Replace with lighter more stackable chairs
 - Create a closet on the porch?
 - Store in the sheds?

Other Business:

- Eagle Scouts – No current projects available.
- Director Review meeting scheduled for next week.
- Auburn Town Study: Assuming a Librarian would do this study we would like to do this in 2018

Motion to adjourn was made by Liz Michaud/Jeanni Worster 2nd. All in favor
Meeting was adjourned at 8:57pm

Liz Michaud
Secretary