

Griffin Free Public Library  
Board of Trustees Meeting  
May 8, 2017

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

Nancy Mayland called the meeting to order at 6.38pm

Opportunity for the public to speak

- No public was in attendance

Review previous minutes

- Reviewed the minutes of the April Board of Trustee meeting.
- Motion to approve the April BOT minutes made by Liz Michaud/ Joe Forest 2<sup>nd</sup>. All in favor
- Reviewed the minutes of April 24 Board of Trustee meeting. Amendment requested to reword the comments so that the minutes would not need to be sealed.
- Motion to approve the April 24 minutes as amended by Nancy Mayland / Joe Forest 2<sup>nd</sup>. All in Favor.

Correspondence:

- None
- Thank you cards sent to Don Groce & Pam Weeks

Treasurer's Report:

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

Director's Report:

- Report reviewed.
- Discussed Summer Reading Programs for Children, YA and Adults.
- Mice are getting into the library; Kathy is trying traps and will keep us updated.
- Statistics look good; combining Physical and Electronic stats shows real growth in circulation.
- Motion to accept the donation of a Telescope by Jim Thompson made by Liz Michaud/ Nancy Mayland 2<sup>nd</sup>. All in favor
- Discussed starting a raffle at Book Sale through the Duck Race for a patron to win the Telescope
- Motion to accept a donation of Flower Book Marks from Dot & Dan Carpenter by made by Joe Forest/ Liz Michaud 2<sup>nd</sup>. All in favor
- Motion to accept donation of a book NH Covered Bridges from Anne Milne made by Nancy Mayland/ Joe Forest 2<sup>nd</sup>. All in favor

- The following donations were made to the summer reading program by local businesses:
  - Amerisite Land Survey - \$25
  - Gemini Electric, Inc - \$100
  - Shade Tree Landscaping - \$50
  - Wholesalers Unlimited, LLC - \$100
- Motion to accept the donations for the summer reading program made by Joe Forest / Nancy Mayland 2<sup>nd</sup>. All in Favor.
- Wish List for the Friends: They are donating to the Summer Reading Program & Rambling Richard

#### Friends of the Library:

- Friends are joining the Historical Association for the Plant Sale on May 20; they are looking for donations.
- Renewed some Museum Memberships
- Friends are sponsoring a Summer Reading Program for a final event.
- The friends are doing a Cookbook Fundraiser; they are looking for recipes, which will be used to create a town cookbook and sold at the Duck Race.
- They are doing the Photo Contest August / September again, winners announced at Duck Race.

#### Old Business:

- Reviewed the Maintenance/Repairs List, items updated.
- Board members are registered for the NHLT Conference on May 23
- Reviewed the Policy for Board of Trustee Meetings. Nancy checked the RSAs for rules about posting the agenda, and there are none so we are compliant.

#### New Business:

- Discussed Eversource Power Surge: Eversource forms for reimbursement to be filled out by Kathy. Any items not reimbursed will be reviewed by the Town to come from the Building Maintenance budget lines.
- Reviewed the Finance Agreement with the Selectmen, they have agreed to suggestion from Joe, the agreement was signed but we do not have the copy yet. We will vote and sign at the June meeting.
- Motion to hire a new library assistant, Jaime L'Italien, for the Saturday Position at Grade Five Step One to start on May 16<sup>th</sup> made by Nancy Mayland/ Liz Michaud 2<sup>nd</sup>. All in favor.
- An offer to have a table at "Auburn Old Home Day" on June 3<sup>rd</sup> was extended, but given our limited resources we'll pass on the event this year and consider it in the future
- A large capacity copier was donated by Jim Trombley to the Friends Group for use at the library.

Action Items:

- Kathy to send a thank you notes to Auburn Businesses who have donated to the Summer Reading Program.
- Liz to send thank you for the Telescope to Jim Thomson
- Liz to send thank you to Dave Jenkins for repairs on the Childrens' room door.
- Liz to send thank you to the Carpenters for the bookmarks
- Liz to send thank you to Anne Milne for Book Donation
- Car Pool with Joe for the NHTL Conference.
- Everyone to send library pictures to Nancy

Motion to adjourn made by Joe Forest/ Liz Michaud 2<sup>nd</sup>. All in favor  
Meeting adjourned at 8:24pm

Liz Michaud  
Secretary