

*Griffin Free Public Library
Board of Trustees Meeting
June 12, 2017*

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

Nancy Mayland called the meeting to order at 6.34pm

Opportunity for the public to speak

- No public was in attendance

Review previous minutes

- Reviewed the minutes of the May Board of Trustee meeting.
- Motion to approve the minutes made by Joe Forest/ Liz Michaud 2nd. All in favor

Correspondence:

- None
- Thank you cards sent to Jim Thompson, Dave Jenkins, Anne Milne and the Carpenters.

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 2nd. All in favor.
- Joe learned that the "Conscience Money" should be deposited into the gift account; he will move the existing funds and will add it there going forward.

Director's Report:

- Report reviewed.
- Auburn historical donated bins of ducks. Motion to accept this donation made by Liz Michaud/ Nancy Mayland 2nd. All in favor.
- The Friends Group donated a copier that was donated to them from Jim Trombley Plb & Htg. Motion to accept this donation made by Nancy Mayland/ Joe Forest 2nd. All in favor.
- Nancy posted the old copier on Craig's List to sell.
- July 4th is a Tuesday and the Library will be closed that day.
- Eversource waiver needs to be signed by the BOT and sent back to receive funds.
- Discussion about the Internet speed and the need to increase and pay more per month. Motion to allow Kathy to research and upgrade our internet service up to an additional \$125 per month made by Joe Forest / Nancy Mayland 2nd. All in favor.
- The following donations were made to the summer reading program by local businesses:
 - Tower Hill Animal Hospital - \$100
 - Granite State Storage and Rental - \$25
 - ARC - \$100
 - Tower Hill Associates - \$50
 - Auburn Family Dentistry - \$30
 - Calef Lake Camping Area, LLC - \$75

- Motion to accept the donations for the summer reading program made by Joe Forest / Nancy Mayland 2nd. All in Favor.

Friends of the Library:

- The Friends joined the Historical Association for the Plant Sale in May and made a profit of \$355
- Renewed some Museum Memberships
- The Friends Cookbook Fundraiser is being editing so it will be ready for the Duck Race.
- Next meeting moved to June 26th due to the July 4th holiday.

Old Business:

- Reviewed the Maintenance/Repairs List, items updated.
- We received the updated Financial Agreement with the Town of Auburn; it was signed and will be filed.

New Business:

- A meeting was scheduled for Monday June 19th to review the NHLTA conference and the Libraries Strategic Plan.
- Discussion about getting a third Alternate for the Board, Nancy suggests we put an ad in the crier.
- July Library Book Sale: Discussed change in plans for Thurs & Fri due to a summer camp at AVS. We will only move books on Thursday; all sorting will have to take place on Friday. All others items are on target
- Discussion about purchasing a Library Chair. Kathy went to Tucker Library Furniture and got an updated price quote and some fabric samples. Kathy and Nancy will go back to select a model/ fabric and place the order.
- Jeanni is still looking into framing the bookmark donated by Mrs. Carpenter.
- Flowerbeds in front of library to be planted this week; we will reimburse the cost of the plants.
- Discussion about purchasing an inexpensive windows laptop for use by the Treasurer.

Action Items:

- Kathy to send a thank you notes to businesses who have donated to the Summer Reading Program.
- Liz to send thank you to the Friends Group for the donation of the copier
- Kathy to send Liz contact information for Jamie to update the contact list
- Joe to get stamps for Liz
- Kathy & Liz to see if we have any thank you cards left.
- Liz to include the treasurers report with the meeting minutes to Town Hall
- Liz to write an ad for the Crier to recruit Board of Trustee Alternates
- Joe to look into laptop options and bring quotes to the next meeting.

Motion to adjourn made by Joe Forest/ Liz Michaud 2nd. All in favor
Meeting adjourned at 8:41pm

Liz Michaud
Secretary