

*Griffin Free Public Library
Board of Trustees Meeting
Sept 11, 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 6.39pm

Opportunity for the public to speak

- Chris Chickering in attendance

Review previous minutes

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

Correspondence:

- Sent Sympathy card to Emerson Heald family.
- Sent Thank you to the Scouts for their help at the book sale
- Sent Thank you card to Fay for all her work on the book sale
- Resubmitted the ad for alternate trustee for Oct Crier

Treasurers Report:

- July Report reviewed
- Discussion of where to put the Eversource funds – agreed it was public funds and it should be deposited in the operating account with footnotes to clarify the adjustment. Report to be adjusted.
- Motion to accept \$25 donation from Amerisite Land Survey made by Nancy Mayland/Joe Forest 2nd. All in favor
- Motion to accept donations in the amounts of \$93, \$36 and \$15 from the conscience box made by Liz Michaud/Joe Forest 2nd. All in favor.
- August Report reviewed and will be adjusted.
- A discussion was held about where to recognize the funds received from the sale of the book bags. Agreed they should be entered under Homebound Grant line.
- The report was discussed, and changes need to be made. The reports will be adjusted and re-reviewed at the October meeting.

Directors Report:

- Report reviewed.
- The loaner 3D printer has been extremely well received and there are two more demo's scheduled. We even received an offer to help program if we got a 3D printer for the Library. Discussed potential to purchase one and Kathy will do more research on units for sale. This model is \$1,200 and comes with good customer service from the manufacturer. Will need to consider supplies and maintenance for potential budgeting. We could charge for printing outside of classes and demos.

- Reviewed the revised quote for the Chairs which increased by \$289.00 for castors and fabric. Motion to accept the revised quote for the chairs and allow Kathy to purchase made by Liz Michaud/Joe Forest 2nd. All in favor.
- Laura Piazza coming to discuss her new cookbook. Motion to pay \$50 for her lecture made by Nancy Mayland/ Joe Forest 2nd. All in favor.
- YA book club continuing and Kathy will monitor interest
- Donations in memory of Carl Mayland continue to come in, Liz to write thank you notes. Motion to accept donations made by Joe Forest/Nancy Mayland 2nd. All in favor
- Laptop has been ordered for the Treasurer
- Reviewed Statistics, they look good. The Solar event went very well and spiked our stats.

Friends of the Library:

- Photo contest will be discussed at the next meeting.
- Discussed Duck Race scheduling for volunteers
- Cook Books on Sale

Old Business:

- Reviewed the Maintenance/Repairs List, items added and updated. Reviewed annual routine maintenance list – Furnace cleaning needs to be scheduled.
- Alternate trustee – No updates
- Next Tuesday 9/19 6:30 Budget Meeting

New Business:

- Duck Race Recap
 - Staffing went well
 - Usage of the bathrooms went well – good signage.
 - Confusion over usage of parking lot – we will review with Historical before next year.
 - Kathy needs more duck tickets up front so we don't run out multiple times
 - All three tables, Pick a Duck / Crafts / Popcorn all did very well!

Action Items:

- Liz to send thank you cards for Donations for Carl Mayland
- Liz to discuss word/excel monthly subscription with Joe.

Motion to adjourn made by Liz Michaud/ Nancy Mayland / 2nd. All in favor
Meeting adjourned at 8:17pm

Liz Michaud
Secretary