*Griffin Free Public Library*

*Board of Trustees Meeting*

*February 8, 2021 at 7pm*

**Present**: Nancy Mayland, Chair; Marilyn Cavanaugh; Treasurer; Liz Michaud, Secretary; Kathy Growney, Library Director

Nancy Mayland called the meeting to order at 6:31 pm

Nancy Mayland read the following preamble:

Good Afternoon, as Chair of the Board of Library Trustees, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of Town government and services, which are vital to public safety and confidence during this emergency.

Governor Sununu issued Emergency Order #12 on March 23rd which provides local government boards the ability to conduct business using technology to hold remote meetings and not provide a public place of meeting but provide for the public’s ability to listen to the meeting. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote to be in accordance with the provisions of RSA 91-A:2, III (e).

Let’s start the meeting by taking a Roll Call attendance. When each member states their name, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Roll Call: Nancy Mayland, Chair; Marilyn Cavanaugh, Treasurer; Liz Michaud, Secretary; Kathy Growney, Director

Correspondence:

* The board received two thank you notes from Staff Members Chris Chickering and Jaimie L’Italien.

Review Previous Meeting Minutes:

* Reviewed the minutes of the January Trustee meeting.
* Motion to approve the minutes made by Nancy Mayland/ Marilyn Cavenaugh 2nd. All in favor. Motion passed.

Treasurer’s Report:

* Reviewed and discussed the Treasurers Report for January.
* Motion to accept the report and place it on file subject to audit made by Liz Michaud/ Nancy Mayland 2nd. All in favor. Motion passed.

Directors Report:

* Reviewed and discussed the Directors Report for November.
* Discussed a NH made product that is used to sanitize the air. Kathy to review the product further and see where is could be useful in the library.
* Kathy mentioned the NH Libraries OMEKA to archive library photos and other historical collection items. Kathy has submitted one photo of the Griffin Free and will attend a training to determine if this could be used to archive some of our unique NH and Auburn items.
* Statistics look good.

Friends of the library

* The Friends are working with Kathy to set up a Pay Pal account for donations. They will also be participating in the Library Giving Day on April 7th.

Old Business:

* N/A

New Business:

* N/A

Any Other Business:

* NA

Opportunity for the Public to Speak:

* NA

Action Items:

* N/A

Motion to adjourn the meeting made by Liz Michaud/Marilyn Cavenaugh 2nd. All in favor.

The next board meeting will be held Monday March 8th, 7pm via Zoom.

Meeting adjourned at 8:19pm

Liz Michaud

Secretary