*Griffin Free Public Library*

**Where Auburn Comes Together**

**To Discover, Create, Connect and Succeed!**

*Board of Trustees Meeting*

*April 10th, at 7PM*

**Present**: Nancy Mayland, Chair; Liz Michaud, Secretary; Marilyn Cavanaugh, Treasurer; Cindy Berling, Alternate Trustee; Dan Szczesny, Director.

Nancy Mayland called the meeting to order at 6:58pm

Sarah Andrews came to talk to us about the position for a fundraising consultant:

Discussed the Mount Vernon library expansion and fundraising. She started with them last year, she worked with 501c3 foundation. If we establish a 501 c3 we can operate under that, however we would need to have it established for two years before we could apply for grants and gaming money. But if we used the friends 501c3 and create a subgroup for the foundation we could apply immediately. Gift Solicitor person was used in Mt Vernon, but that didn’t work very well. She helped with grant writing, wealth screening, reviewed people who own the most expensive houses in town. Came up with naming opportunities, leaf fundraiser, barometer, dessert and champagne stewardship event, targeted house parties to get donations but primarily to get voters qualified, battle of the neighborhoods. Six people on the foundation including the library director. They raised in one year 2.4million. They raised more than half the funds before it went to town warrant and it still failed by 18 votes. Little green light is an application for fundraising, sent a newsletter with updates, donors helped with videos. She asked big donors for specific amounts, also asked donors to get matching donations from their companies. Need some anchor gifts for your goal. Her contracts are usually for 6-12 months, small agency, she would put together a strategy/timeline, coaching and consulting. She teaches how to ask for money and to bring people on to the project, and she can write grants. The library spent about $75K to fund raise the funds, and individuals paid for and hosted events. We asked her to put together a proposal for us to review after June 1st for start date potentially in August.

Motion to enter non-public session pursuant to the provisions of RSA 91-A:3,II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee made by Liz Michaud/Marilyn Cavanaugh 2nd. All in favor.

The Board interviewed Erin Cayer for the Library Tech position.

Motion to exit non-public session pursuant to the provisions per RSA 91-A:3,II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee made by Nancy Mayland/ Liz Michaud 2nd. All in favor.

Opportunity for the Public to speak:

* NA

Correspondence:

* Three Thank You cards sent

Review Previous Meeting Minutes:

* Reviewed the minutes of the March 13 meeting minutes.
* Motion to approve the minutes as corrected made by Marilyn Cavanaugh / Nancy Marilyn2 nd. All in favor, motion passed.
* Action items reviewed.
* Reviewed the minutes of the March 22 meeting minutes.
* Motion to approve the February 22 minutes made by Nancy/Marilyn Cavanaugh / Liz Michaud 2 nd. All in favor, motion passed.
* Reviewed the minutes of the March 20 meeting minutes.
* Motion to approve the February 22 minutes as amended made by Marilyn Cavanaugh / Liz Michaud 2 nd. All in favor, motion passed.
* Reviewed the minutes of the March 27 meeting minutes.
* Motion to approve the February 22 minutes made by Marilyn Cavanaugh /nancy Mayland 2 nd. All in favor, motion passed.

Treasurer’s Report:

* Reviewed and discussed the Treasurers Report for March.
* Donations were put in the bank.
* Marilyn spoke to people at NH PDIP.
* Motion to accept the report and place it on file subject to audit made by Nancy Mayland/ Liz Michaud 2nd. All in favor, motion passed.

Directors Report:

* Reviewed the report.
* Looking to expand the budget for Large Print Books.
* Brendan DuBois April 20th at 6:30 at AVS.
* Charitable foundation Grant $3-10K grant, rolling grant, has to be for something specific or program for the library. Dan was thinking about this to expand our Maker Space.
* We need to add one more holiday to the library list, this is a change to the personell policy. We can do it at the same time as the new job description.
* Auburn Little League sponsorship discussion. Our money is taxpayer money and cannot be used for sponsorship.
* Statistics reviewed: Patron count is good. We received more donations.

Expansion:

* Discussion about using the friends 501C3 for both the Friends and the Foundation.
  + Nancy to discuss with Terry Knowles
* A decision needs to be made about Parks & Rec level of involvement or not in the Library Expansion Plan.
* Marilyn wrote up a nice letter to ask them what they want to do?
* We want their support, and we need to have some decisions to take the next steps with SMP.
* Suggested to send them the letter and send it over so they have before their next meeting.

Friends:

* Library Giving Day, we received $900 through the website. Nancy has the list of names and she will give it the Friends. Dan received approx. $550 of checks that were received at the library. Made approximately $1600 this year.
* Plant Sale May 20th. Going in with the Garden Club.

Old Business:

* Policies for: Maker Space tabled until next month

New Business

* Talked about paint colors
* Discussion of SMP listening session. They did not offer anything new, they discuss the same information.
* Set a date for book sale planning meeting, June 5th at 6pm.
* Pavilion, Dan has people coming in for estimates on pouring the foundation.
* NHLTA Conference, we reviewed what sessions we will attend. Everyone needs to register for the conference, and send a copy of the receipt to Dan.

Action Items:

* Discuss using the Friends existing 501C3 to create a subcommittee foundation.
* Liz to create Future Action Items – such as clean out the sheds after the book sale.
* Liz to add to May agenda discussion design for new Thank You notes.

Motion to adjourn made by Nancy Mayland/ Marilyn Cavanaugh 2nd. All in favor.

Meeting adjourned at 9:53pm.

Liz Michaud, Secretary