*Griffin Free Public Library*

*Budget Meeting*

*July 19th, 2021*

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

Nancy Mayland started the meeting started at 7:10pm.

Motion to temporarily elevate Cindy Berling to Trustee made by Nancy Mayland/Liz Michaud 2nd. All in favor.

Kathy was conservative in her budget proposal.

The board reviewed and discussed the proposed budget submitted by Kathy:

* The library circulation has increased and the last three months are at record high. The cost of books is going up along with the economy. She flat lined physical books and increased NH downloadable as these have been very popular with our patrons. The State of NH is picking up the cost for magazines through Aug 2022
* Programs: Kathy would like to increase the budget for our adult reading program for the summer, right now we only are budgeted for $50 per speaker and this does not allow us to bring in many authors.
* Computer Systems: flat line
* Furniture: Kathy to purchase new staff chairs.
* Maintenance: last year’s number included maintenance to the air conditioners. Therefor this line has come down approx. 7,000.
* Supplies: Prices have gone up and we need more due to covid.
* Training and journals: Hopefully will do more training next year
* Utilities: expenses are going up due to all the other air cleaning machines, prices of oil and gas are rising. Debated this one the most as we do not want to underbudget. Reviewed the new company prices which is lower, this line should balance out.
* Staffing: Kathy was going to hire a summer person because no one wanted more hours, but now all the staff want more hours so we’re going to use that budget amount to expand their hours. Requesting an additional 4hours per week to cover additional programing and the extra hours Kathy is already covering.
* Overall: $55,260
* Capital Improvement Plan: Added $40,000 for a Library expansion expenses.

Overall the budget increase from $53,909 to $55,260, not including the $40K for the library expansion.

A quick discussion about the meeting with the BOS to discuss the report from the library consultant. Hope is excited to plan some additional tours of library expansions in NH now that libraries are open.

Turn One Graphics has submitted a quote for a digital sign, a 2x5 watchfire brand for $19,895. Kathy to review the quote and determine what kind of graphics are included in the quote.

Motion to adjourn the meeting made by Liz Michaud/Cindy Berling 2nd. All in Favor.

Meeting adjourned at 8:13pm

Liz Michaud

Secretary