*Griffin Free Public Library*

**Where Auburn Comes Together**

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

*Board of Trustees Meeting*

*October 11, 2021 at 7pm*

**Present**: Marilyn Cavanaugh, Treasurer; Liz Michaud, Secretary; Cindy Berling, Alternate Trustee; Hope Garner, Staff.

**Virtually Present:** Kathy Growney, Library Director

**Absent**: Nancy Mayland, Chair

Liz Michaud called the meeting to order at 7:02 pm

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

Correspondence:

* NA

Review Previous Meeting Minutes:

* Reviewed the minutes of the September Trustee Meeting.
* Motion to approve the minutes made by Marilyn Cavanaugh/Cindy Berling 2nd. All in favor. Motion passed.

Treasurer’s Report:

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

Directors Report:

* Kathy is remote this month provided a verbal report, she will submit a full report at the next meeting.
* The Library Survey ran for three weeks and we got 70 responses. The next step is to analyze and report on the data.
* The Board has a few meeting at the Town Hall coming up: October 19th Joint Personnel Board, October 25th Board of Selectman Mtg, and October 28th Budget Meeting.
* The HEPA filters have been installed and work really well, there is one for each of the three rooms. They are easy to work and the filters get replaced once per year.
* Kathy wanted the Board to know the Staff has done an amazing job covering for her while she’s been called away for a family emergency. The Board sincerely thanks the staff!
* A discussion was held about returning to in person programing. Covid levels in Auburn are very low and the weather is turning too cold to have programs on the patio. The board asked Hope for feedback from the staff and she believes everyone would be comfortable with small groups. A new hybrid policy for in person programming would allow for 8 people to pre-register to attend in the library and an unlimited number of people to attend virtually via the OWL. If one of the eight drops off the registration, the virtual attendees would be contacted.
	+ - * Motion to resume programming in the library with a hybrid 8 person limit and unlimited virtual audience made by Marilyn Cavanaugh/ Liz Michaud 2nd. All in favor. Motion passed.

Friends of the library

* The Friends fund raising at Duck Race went very well.
* A decision was made to postpone the Santa Breakfast for another year. However Pat Clement is looking into options for a drive through event.
* The Friends are recruiting for a Treasurer and other board positions.

Old Business:

* NA

New Business:

* NA

Any Other Business:

* Hope asked about the next steps in the library expansion plan. Part of town budget request is to allocate funds to bring the library consultant plan to an architect for a preliminary drawing. Hope is going to create a wish list of small libraries to visit in the spring.

Action Items:

* NA

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

The next board meeting will be held Monday November 8th at 7pm.

Meeting adjourned at 7:36pm

Liz Michaud

Secretary