

*Griffin Free Public Library  
Board of Trustees Meeting  
February 11, 2019*

**Present:** Nancy Mayland, Chair; Joe Forest, Treasurer; Liz Michaud, Secretary; Jeanni Worster, Alternate; Kathy Gowney, Library Director; Brenda Beer, Alternate; Sharon Bluhm, Alternate;

**Remote:** Joe Forest, Treasurer

**Public:** Fay Hanscomb

Nancy Mayland started the meeting started at 6:36pm

Opportunity for the public to speak

- N/A

Review Previous Meeting Minutes:

- Reviewed the minutes of the January 17 Strategic Planning Meeting.
- Motion to approve the minutes made by Nancy Mayland/ Liz Michaud/ 2<sup>nd</sup>. All in favor.
- Reviewed the minutes of the January Board of Trustee Meeting.
- Motion to approve the minutes after date correction made by Liz Michaud/Nancy Mayland 2<sup>nd</sup>. All in favor.
- Reviewed the minutes of the January 31 Strategic Planning Meeting.
- Motion to approve the minutes made by Liz Michaud/Nancy Mayland 2<sup>nd</sup>. All in favor. Joe Forest abstained as he was not at the meeting
- Reviewed Action Items – all completed.

Correspondence:

- Thank you notes sent - No other correspondence.

Treasurers Report:

- Reviewed the Treasurers Report for January verbally with Joe Forest.
- Report will be sent soon and voted on next month

Directors Report:

- Report reviewed and discussed.
- Looked at new stats about Hoopla. Lots of good action and new users.
- Looked at new stats for Kanopy, we are getting lots of visits here too. Thanks again to the Friends for sponsoring this service.
- We received a few donations of money this month.
- Motion to accept the donations listed below made by Nancy/Joe 2<sup>nd</sup> all in favor.
  - \$25.00 from Judith and Steven Gordon in memory of Jane Stitt
  - \$50.00 from Deborah & Edward Ithier in memory of Jane Stitt
  - \$100.00 from Daniel & Susan Trudel in memory of Jane Stitt

- \$25.00 from John & Dina P Weber in memory of Jane Stitt
- \$25.00 from Ed and Karen Murray in memory of Jane Stitt
- \$100 donation from Carol and Lawrence Senftleben
- \$15 donation from Tiny Tots Preschool
- Statistics looks good and most continue to rise.

#### Friends of the Library:

- The Friends are doing a fund raiser at the 99 Restaurant on March 27<sup>th</sup>.
- The Friends will host a table at elections in March.
- The Friends will be doing the Plant Sale with the Historical Assoc on May 11.
- Book Sale Discussion:
  - We are not at capacity yet in the sheds. Nancy found out Granite State Storage charges \$65 for delivery, \$65 per month, and \$65 to pick up. 8x8x10 unit.
  - We are still looking for a location for the book sale this year as the school will not be available. We will have to be creative and do the best we can do. Optional locations include: the safety complex, the church by Myles, perhaps a tent.
  - Discussed ways to ask for volunteers and sign them up for specific times.
  - Discussed incentives for volunteers: dinner or ice cream at the end of the night.
  - Discussed that we need to print some new “ground signs” for the Book Sale.
    - “Multi-Media Book Sale, this weekend Saturday & Sunday”

#### Old Business:

- Strategic Planning Meeting – scheduled for Tuesday March 5<sup>st</sup> at 6:30.
- Library Sign Repair was discussed. We have two bids, but they are for very different amounts of work. We are still waiting for a revised bid, so we will determine the vendor at next month’s meeting.
- Shelving for children’s room – still no update.

#### New Business:

- Purchasing Policy, no changes needed.
- Volunteer Policy tabled for next month.
- Reviewed the Library Wish List.

#### Other Business:

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Actions Items:

- Liz to send a note to Hope congratulating her on achieving her certificate for level one of the Paralibrarian Program. Also Note a Thanks for the extra work she does for the Cookbook Club and the Strategic Planning Meetings.
- Liz to send Thank You note to Mary for doing the Story-Time at Tiny Tots.
- Liz to sent Thank you note for donation from Tiny Tots.
- Everyone to put together a list of volunteers to call for the Book Sale.
- Nancy to talk to the Fire Chief about using the safety complex for Book Sale.
- Liz to add advertise for alternate trustee to the March agenda.
- Kathy to compare the Circulation policy in our policy book to the one posted on the website so we can review them in March.
- Liz to add Library Sign repair decision the to March agenda.

Motion to adjourn the meeting made by Nancy Mayland /Liz Michaud 2<sup>nd</sup>. All in Favor.  
Meeting adjourned at 8:19pm

Liz Michaud  
Secretary