

*Griffin Free Public Library
Board of Trustees Meeting
April 12, 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 7:01 pm

Nancy Mayland read the following preamble:

Good Evening, 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:

- None received

Review Previous Meeting Minutes:

- Reviewed the minutes of the March Trustee meeting.
- Motion to approve the minutes made by Nancy Mayland/ Marilyn Cavanaugh 2nd. All in favor. Motion passed.

Treasurer's Report:

- Reviewed and discussed the Treasurers Report for March.
- Motion to accept the report and place it on file subject to audit made by Liz Michaud/ Marilyn Cavanaugh 2nd. All in favor. Motion passed.

Directors Report:

- Reviewed and discussed the Directors Report for March.
- Andrea O'Neil, AVS Librarian, teamed with the fifth grade to do a Fund Raiser for the Library Giving Day and will contribute the funds to the Griffin Free.
- State Rep Chris Pappas sent out a link for future infrastructure projects and Kathy did a presentation. She does not think we'll qualify for the initial grant, but there are other grants that could follow. She is looking for grants coming out that will align with our building plans and growth needs. Kathy will also attend a workshop from the State Library regarding grants.
- Discussion about ideas for Grants: Pergola over the patio, a Band Stand for the backyard.
- The staff have been brainstorming about opening the library further. The Governor is releasing new rules for opening up but has not included libraries yet. We are tight on space to allow for six feet. Kathy asked about two of the old chairs that we do not need, and we agreed we should remove them. Nancy to post on the Facebook group "Buy Nothing".
- The Library has expanded appointments during regular hours. We will continue Porch Pick-up as long as patrons want it, it could continue forever. We could purchase lockers for the porch that would allow people to pick up even after hours. The staff are preparing to potentially open up after Memorial Day as that is the estimated date from the State. A discussion was held about options for computer help for patrons.
- The State Library is still quarantining material so we will continue to do so as well.
- Summer Reading Program: The State offered us to tie into their virtual programming at a discounted price. Mary will still do outside summer programming too, but this will augment what she is doing.
- There is a lot of programming coming up: Gardening, Composting, Libby Training.
- Book Sale discussion. We do not think we can do it this year, but the staff came up with some other ideas. We can put a cart with books on the porch and offer books for sale that way, we could post a QR code and allow people to donate that way or pay staff in person. Another option is a smaller book sale on the patio at the Duck Race, or at the town wide yard sale.
- Air Cleaners Inc estimate: tabled at this point as it's rather expensive and does not provide a lot of bang for the buck. Nancy mentioned we can buy window fans for the summer.
- We have a draft from the Library Consultant on the programming piece, but we're still waiting on the Final Draft.
- Kathy mentioned looking into getting a second phone line, and Nancy mentioned the Fax Line could be used as a second line. Kathy to investigate.
- Statistics look good, the ILL the highest march number is very exciting! We are doing very well.

Friends of the library

- Library Giving Day went very well!! The Friends raised \$2,300
- Museum passes: The Friends renewed the State Park pass.
- Plant sale: The Friends have placed an order for plants, and they will be delivered the week before the sale. May 22nd at the library on the patio.

Old Business:

- NA

New Business:

- Nancy mentioned we're getting exceedingly low interest, .02% monthly yield, on the NHPDIP fund. Nancy spoke with her financial advisor about other bonds where we could where we could move the money and make more but still be low risk.
- Virtual Spring NHLTA Conference. We should sign in individually and ask to be reimbursed through Kathy. Send copy of receipt to Kathy and she will get us reimbursed. Reviewed the sessions and made our selections.
- Painting the exterior of the library, Nancy has a new contact and we will ask her for a quote. Kathy to determine if we need the back or patio side done next.

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 Cavanaugh 2nd. All in favor.
The next board meeting will be held Monday May 10th at 7pm

Meeting adjourned at 8:17pm
Liz Michaud
Secretary