

*Griffin Free Public Library*  
**Where Auburn Comes Together**  
**To Discover, Create, Connect and Succeed!**  
*Board of Trustees Meeting*  
*Oct 9th, 2023, at 5:30PM*

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

Nancy Mayland called the meeting to order at 5:30pm

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 Nancy Mayland /Marilyn Cavanaugh seconded the motion. A roll call vote was taken. Nancy Mayland voted aye, Marilyn Cavanaugh voted aye, Liz Michaud voted aye. With all in favor, the motion passed unanimously.

The meeting room was closed to the public at 5:35 pm.

Each applicant arrived and was interviewed individually.

Interviewed Wendy Ducharme for the Library Assistant position.

Interviewed Madilyn Guptill for the Library Assistant position.

Interviewed Lilia Ross for the Library Assistant position.

Interviewed Jordan Asselin for the Library Assistant position.

Interviewed Kathleen Molloy for the Library Assistant position.

Motion to hire Wendy Ducharme & Jordan Asselin for the Library Assistant positions based on reference checks and back round check made by Liz Michaud/Nancy Mayland 2<sup>nd</sup> all in favor.

A motion to exit the non-public session made by Nancy Mayland /Liz Michaud 2<sup>nd</sup>. All in favor.

The meeting room was reopened to the public at 8:05pm

Opportunity for the Public to speak:

- NA

Correspondence:

- NA

Review Previous Meeting Minutes:

- Reviewed the minutes of the Sept 11<sup>th</sup> Trustee Meeting minutes.
- Motion to approve the minutes made by Marilyn Cavanaugh/ Liz Michaud 2<sup>nd</sup>. All in favor, motion passed.
- Reviewed the minutes of the Sept 14<sup>th</sup> Trustee Meeting minutes.
- Motion to approve the minutes made by Nancy Mayland/Marilyn Cavanaugh 2<sup>nd</sup>. All in favor, motion passed.
  - Action items reviewed.

Treasurer's Report:

- Reviewed and discussed the Treasurers Report for September.
- Discussion regarding the cost of the PDIP, Marilyn suggested we change the account to a regular checking account. All board members agreed.
- The next invoice for Andrews Consulting is due, we paid \$10K up front and pay \$2,500 per month until we reach a total of \$40K. Nancy asked Marilyn to keep track of what we've paid.
- Motion to accept the report and place it on file subject to audit made by Nancy Maryland/ Liz Michaud 2<sup>nd</sup>. All in favor motion passed.

Directors Report:

- Reviewed the report.
  - Childrens door will be fixed by Barry soon
  - Furnace can be repaired, not needed to be replaced.
  - Hoopla hitting the per day limit, Dan is going to increase so we don't hit all the time
  - Cord Free blinds, replacing one at a time
  - Bella started but can cover very limited hours, approx. 2-6 hrs per week
- YTD operating budget doing well.

Expansion:

- Expansion meetings 10/13 & 10/24 both at 5pm, and Open House on 10/19<sup>th</sup>
- Banner: Library Expansion Open House
  - AVS 6:30pm Oct 19<sup>th</sup>
- Dan spoke to Trombley Heating about a donation for the expansion.
- Dan is worried about our support with the Budget Committee. He requested that the Trustees reach out to the members of the budget committee to give them information and ask for their support.
- December meeting for Public Hearing – that's when the BOS & Budget committee vote to support or not.
- We need to advertise the Public Hearing on the 19<sup>th</sup>. Posters, Banner, Facebook posts, flood social media.
- We need to get people who are for the expansion to send emails to the BOS.

Friends:

- Dan trying to get banking information from the friends so that he can apply for grants.

Old Business:

- NA

New Business

- NA

Action Items:

- Liz to get banner done
- Dan to flood social media about the meeting on 10/19
- Cindy to send Dan pictures of cupcake tree – we need to advertise that we will serve food.

Next Board of Trustee meeting will be Nov 8th at 7:00pm

BOS meeting on Nov 13<sup>th</sup> at 7pm

Budget meeting on Nov 30<sup>th</sup> at 7pm

Write the rest of them into too

Motion to adjourn made by / Liz Michaud/ Nancy 2<sup>nd</sup>. All in favor.

Meeting adjourned at 9:24pm.

Liz Michaud, Secretary