

Griffin Free Public Library
Where Auburn Comes Together
To Discover, Create, Connect and Succeed!
Board of Trustees Meeting
December 11, 2023 at 7PM

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

Nancy Mayland called the meeting to order at 7:02pm

Opportunity for the Public to speak:

- See the Friends Group Discussion

Correspondence:

- Dan presented a bill from Terry Knowles, Peggy Neveau from the Expansion Committee was in attendance, she took the invoice and will pay it.
- Dan has a \$500 donation from Pat Davenport for the library general account.

Friends Group Discussion:

- Members of the Friends Group and the Expansion Committee came to this meeting to review the status of the Expansion and Fundraising and to bring up some concerns.
- Nancy opened with a statement that we all need to be on the same page about the Expansion and Fundraising, and a discussion was had about sharing meeting minutes and getting updates.
- Reviewed Cindy's email updating everyone about the expansion
- Dan had a mini meeting with Pat, Pat and Marie about a lack of communication.
- Nancy talked about the situation with the Fundraising Consultant and that we are no longer working with her.
- Casino Gambling: Sarah Anderson had gone ahead on her own to apply for this grant. Marie said that in November the Friends were going to apply for the Casino Gambling fundraiser and were surprised when they were told that Allison Rickenbach from the Expansion Meeting had applied for it instead. We need to find out from Allison what she said she was applying it to, and which one she applied to. She did say she would continue to be the contact for this grant.
- Discussion about "the list" of potential donors that Sarah put together. One of the reasons that we parted ways was due to the number of errors on the list she "developed", dead people, people who we know cannot donate, and others who could were missing.
- The Friends would like minutes from the Expansion Meetings and the Trustee Meetings.
- Question from the Friends, will the trustees create a Foundation? That hasn't been decided yet.
- The Friends questioned a contact they were supposed to get from Sarah to use their 501C3 number, and promising that there would be no extra work or financial responsibility on their part. Sarah never did this.

- Updates: The Friends don't feel they are getting proper or timely updates and that we're taking advantage of them. This was discussed and resolved. Going forward in addition to Trustees attending the Friends Mtgs, they will occasionally come to our meetings and minutes will be forwarded to Karen Murray for distribution.

Review Previous Meeting Minutes:

- Reviewed the minutes of the November 13th Trustee Meeting minutes.
- Motion to approve the minutes made by Marilyn Cavanaugh/ Liz Michaud 2nd. All in favor, motion passed.
- Reviewed the minutes of the November 27th Trustee Meeting minutes.
- Motion to approve the minutes made by Marilyn Cavanaugh/ Liz Michaud 2nd. All in favor, motion passed.
- Reviewed the minutes of the December 4th Trustee Meeting minutes.
- Motion to approve the minutes as amended made by Marilyn Cavanaugh/Liz Michaud 2nd. All in favor, motion passed.
 - Action items reviewed.

Treasurer's Report:

- Reviewed and discussed the Treasurers Report for November.
- Marilyn paid our NHLTA dues.
- Motion to accept the report and place it on file subject to audit made by Liz Michaud/Nancy Maryland 2nd. All in favor motion passed.

Directors Report:

- Reviewed the report.
- Dan discussed project coordination for each of the staff members.
- The budget passed!
- Discussion about charging patrons for program take aways. The Friends can charge for programs, but if it's sponsored by the library we should not charge patrons.
- We look good against our budget for 2023.
- Statistics, everything looks good. All our numbers are up, and continue to rise every month.

Expansion:

- The Board of Selectman said that they would not recommend the \$4Million Warrant Article.
- The Budget Committee has not discussed the \$4Million Warrant Article
- Nancy feels we are not ready to put forth that warrant yet. Fay Hanscomb suggested that if we take a year to perhaps build a foundation and raise funds could we do the expansion in stages. Nancy said that would probably take longer and cost more.
- Discussion about the BOS wanting us to include Parks & Reqs. Cindy is concerned that the library would be consumed into Parks & Req. Others also felt that the Library was not as

important. Marilyn mentioned that Keith made it clear that it would be a library and Community center.

- Marilyn mentioned the option of a warrant for a capital campaign, for a specific amount for the library expansion. Candia started their library expansion that way so we should talk to them. This would allow us to raise funds over the next year and to gain more community support. This warrant also only requires 50% approval from the voters.
- Kathy Perrin is working on grants, she has a list. We need to find out if she has applied for any yet.
- The BOT will be meeting with the BOS to determine our next steps.
- Cindy requested volunteers for the expansion committee.
- Peggy gave us an update on the amount raised, \$9,742.66.
- Cindy asked Peggy if we're going to have another expansion meeting this year. Nancy suggested we have one after the new year and after the BOT meets with the BOS.
- We need flyers, signs, maybe a mass mailing about the warrant article if we go forward that way.
- Discussion about forming a foundation. We could form a foundation or we could form another 501-C3 group. These are all options.

Friends:

- Santa breakfast went well.

Old Business:

- Dan has not installed the new computers yet, but it is scheduled for the Monday Dec 18th.
- Andrea just got the letter and will schedule a time to go to town hall.

New Business

- Discussion about staff bonuses.
- Motion to give these bonuses from the Gift Account made by Nancy Mayland/ Marilyn Cavanaugh 2nd. All in favor. Nancy will pick up cards.
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Action items

- Liz to send Andrea the contact list
- Peggy Neveau to contact Allison to get a copy of the Grant for the Gambling fundraiser.
- Nancy to talk to Chris Sterndale about fundraisers and doing a feasibility study.
- Going forward Liz to include Karen Murray the BOT meeting minutes so they can be distributed to the Friends Group.
- Cindy to send the minutes from the Expansion Meetings to Karen Murray to distribute them to the Friends Group.
- Dan to send an email to Karen Murray that the Friends Meeting cannot be held on Jan 8th because the BOT has a meeting that night

- January primary day we need to have a table at the school.
- January 11th the Budget Committee and BOS vote on recommending warrants.
- The Warrant meeting is January 22, at 7pm.
- February 3rd is the deliberative session
- Liz to send Pat a thank you note.
- Dan to write up a keyholder policy.
- Dan to contact Mindy with the State Library to ask her to come talk to us.
- Nancy to ask Peggy about Little Green Light.
- Liz to add to the January Agenda "policy for selling items for non-profit organizations.

Next Board of Trustee meeting will be January 8th for the BOT meeting at 7:00pm

BOS meeting potential 1/8/24 at 6pm

Motion to adjourn made by Nancy Mayland/ Liz Michaud 2nd. All in favor.

Meeting adjourned at 9:22pm.

Liz Michaud, Secretary