

***Griffin Free Public Library***  
**Where Auburn Comes Together**  
**To Discover, Create, Connect and Succeed!**  
*Board of Trustees Meeting*  
*June 10th, 2024 at 7PM*

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

Nancy Mayland called the meeting to order at 6:59 pm

Opportunity for the Public to speak:

- NA

Correspondence:

- Thank you sent to the Buechsenschuetz

Review Previous Meeting Minutes:

- Reviewed the minutes of the May 13th Trustee Meeting minutes.
- Motion to approve the minutes made by Liz Michaud/Marilyn Cavanaugh 2<sup>nd</sup>. All in favor, motion passed.
- Reviewed the minutes of the May 29th Trustee Meeting Book Sale minutes.
- Motion to approve the minutes made by Marilyn Cavanaugh/ Nancy Mayland 2<sup>nd</sup>. All in favor, motion passed.
- Reviewed action items

Treasurer's Report:

- Reviewed and discussed the Treasurers Report for May.
- Motion to accept the report and place it on file subject to audit made by Nancy Mayland /Liz Michaud 2<sup>nd</sup>. All in favor, motion passed.
- Joe and Denish Forest donated \$200 to the library .
- Motion to accept the donation made by Nancy Mayland/Marilyn Cavanaugh 2<sup>nd</sup>. All in favor, motion passed.

Directors Report:

- Reviewed the report.
- Repairs: Rot on the north face of the library, getting quote from Bob. If reasonable Dan will approve the work.
- Repairs: AC - Trombly said the condenser needs to be replaced and the three units need to be replaced. Dan to get a second quote. Andrea and Nancy gave Dan two suggestions other companies.

- Repairs: Trustee Shed sill is shot – Dan to have Bob look at this too for a quote. Nancy sending a second name for handyman work for a second quote.
- Pavilion Construction: Liz is waiting on email from the Town Building Planner.
- Woodchuck under the children’s room, we need to rehome it and fix the hole
- Landscaping from Garden Club – once it’s established it won’t need manual watering.
- Increased library usage has increased the budget for supplies, maintenance, and programing. We are over our budget at this time by 4%, and we will be over on maintenance and supplies. Dan to keep an on the budget.
- Summer Reading program starting soon.
- Book Sale: Book pick up, Barry will cost us \$150-200 to pay the driver. June 26<sup>th</sup> 7pm is the next meeting for the Book Sale.
- Dan considering cancelling Hoopla, it costs \$2.85 per patron usage and they have strict rules about daily usage. Kanopy is less and has items that we don’t have in the library.
- Statistics: Everything continues to increase. Circulation and patron counts are up. Nancy asked for a line item for the library of things.

#### Friends:

- Passes are going out twice as often as last year
- Friends shed – two filing cabinets may be removed. Jess & Dan cleaned it out and the plastic bags are coming in droves
- The Plant Sale went well, both groups made approx. \$1200.

#### Expansion:

Library Expansion – Nancy to schedule next meeting with the BOS.

#### Old Business:

- NHLTA – We will schedule a meeting to review our sessions.

#### New Business

- Strategic Plan - parking lot until July
- Grants – Dan suggested we get a committee together to find some grants so we can supplement our Town Budget.
- Venmo – talk about at the book sale meeting.
- Discussion about the light on side of the building, no further action.
- Discussion about activities for after schoolers: Corn Hole in the back yard, back gammon, mancala, card games to have out when the middle schoolers come into the library after school.

Action items

- We need to follow-up with Peggy Neveau about contacting Allison for a copy of the Grant for the Gambling fundraiser. Pat Clement to check with Peggy.
- Liz to send a Thank you to the Forests.
- Liz to contact Carrie Cote, Town Building, to determine needs for pavilion.
- Nancy to contact BOS and schedule our next expansion meeting.
- Schedule a meeting to review the NHLTA.
- Liz to create agenda for the NHLTA follow-up meeting – include the hiring contracts for staff and cyber security.
- Liz to have a couple of signs for the Puzzles at the Book Sale.
- Liz talk to Damian about having a chess club after school at the library.

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

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

Meeting adjourned at 8:31pm

Liz Michaud, Secretary