**GREENSBORO FREE LIBRARY**

**Board of Trustees**

March 28, 2017

Minutes of Annual Meeting

Present:

Trustees—Hal Gray, Carol Reynolds, Ken Johnston, Becky Arnold, Virginia Lapierre

Alternates—John Miller

Librarians—Mary Metcalf, Debbie Kasper, Emily Purdy

Absent—Donna Jenckes, Cathie Wilkinson

This special annual meeting was called to order by Hal Gray at 4:00 pm. Hal congratulated all those elected at Town Meeting.

A vote was then held to elect the following people to the following positions:

Chair—Hal Gray

Vice-Chair—Ken Johnston

Secretary—Carol Reynolds

Treasurer—Donna Jenckes

Becky Arnold moved the current slate of officers be accepted. There was no discussion and all were approved unanimously by voice vote.

Ken Johnston moved that our annual meeting be adjourned and the motion passed.

Meeting was adjourned at 4:05pm.

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Librarians—Mary Metcalf, Debbie Kasper, Emily Purdy

Volunteer—Tom Anastasio

Absent—Donna Jenckes, Cathie Wilkinson

The meeting was called to order by Hal Gray at 4:05 pm. The absences of Board Member Donna Jenckes and Alternate Cathie Wilkinson, both due to illnesses, were noted and well wishes were extended for their speedy recoveries.

The minutes of the meeting of February 28 were accepted with an amendment noting that Mary Metcalf was flexible for the departure date of her upcoming vacation time.

Librarian’s Report—Mary Metcalf reported that the book discussion held March 23 was outstanding. Twelve people attended and David Kelley did an excellent job leading the discussion. The library still has copies of the “Symphony for the City of the Dead” book as well as a CD of the composition that was its inspiration. Mary also reported about a new order of books and an emailing that was done. She informed the Board about the thorough annual check on the library’s fire system which uncovered the need for a second dedicated phone line in order to meet code. It was also discovered that we can upgrade our internet speed fairly inexpensively. Further efforts to increase patron privacy protection while using library computers were made in the form of some software that she is trying. Also, the copier has been repaired.

Youth Librarian’s Report—Emily Purdy informed us of the successful Sign Language class that is being offered for 6 weeks on Tuesday mornings for children and adults. She also announced the upcoming showing of the movie “Vaxxed”. Later in April, the Hardwick Health Center will be showing another film on the subject of vaccinations and will lead a discussion following the movie. Tom Anastasio expressed concern that because the library is hosting and advertising the “Vaxxed” movie, some people will assume that the library agrees with the position put forth in the movie. He asked if the library had a policy concerning the handling of controversial topics and proposed that the library make a clear distinction between events (discussions, etc.) that are being presented ***by*** the library and those being held ***at*** the library, especially with regards to advertising. Tom also pointed out the need to review and enforce the library’s bulletin board policy. Ken Johnston suggested we review and/or establish a policy to deal with future topics involving events, etc. at our library. John Miller urged fairness in the advertising of the Health Center’s presentation in April. Becky Arnold reminded us that different viewpoints should be encouraged and suggested that library announcements and advertisements contain a disclaimer that states that presentations ***at*** the library are part of an open and free exchange of ideas and may not necessarily represent the views ***of*** the library. Emily, Ken, Hal, and Mary will pursue this further.

Chairman’s Report—Hal prioritized finalizing the librarian’s job description and evaluation form. Becky moved to accept both documents. Some discussion followed and a few minor changes were made to some of the wording in order to clarify meaning. The motion to accept the documents was tabled until next meeting until a copy of the revised documents can be circulated. Mary will continue to work with the Board to help delegate certain tasks and train volunteers.

Treasurer’s Report—Donna was absent so her report was postponed until next meeting.

Fundraising—Becky Arnold mentioned the May newsletter that is underway. She also presented the suggestion for a summer raffle fund raiser. The Board supported this idea. Ken suggested we double check the legality of this type of fund raiser since it is something the library hasn’t done before. Becky will look into it. Pending a positive response, Carol Reynolds will email further information about the fund raiser to the Board for them to begin working on.

Maintenance Report—Ken Johnston expressed extreme gratitude for all that Mike Metcalf has done in the upstairs storage room, turning it from something to avoid to a beautiful place to be. Ken also touched on his monthly fire extinguisher check.

Other Business—A new Library Alternate is needed to fill the vacancy left by Virginia Lapierre when she was elected at Town Meeting to be a regular Trustee. This will be discussed further at the next meeting. –There was discussion of library coverage during the proposed upcoming absences of Mary and Debbie while each take some personal time off. The Board believes this will be manageable and approved the absences for the time requested.

 –Hal shared a draft of a letter to Congress on behalf of the Board urging continued financial support for our nation’s libraries. Ken moved and Becky seconded that Hal send such letters to the appropriate state and federal officials. Motion passed.

Meeting was adjourned at 6:00 pm.

Respectfully submitted,

Carol Reynolds, Secretary