

**GREENSBORO FREE LIBRARY
TRUSTEE MEETING**

February 23, 2016
Meeting Minutes

Present:

Trustees: Hal Gray, Ken Johnston, Gina Jenkins, Donna Jenckes, Carol Reynolds

Alternate: John Miller

Librarians: Mary Metcalf, Debbie Kasper, Emily Purdy

Absent: Becky Arnold, trustee; Cathie Wilkinson, alternate

Meeting called to order by Hal Gray, Chair, at 4:00 pm. Hal Gray welcomed Emily Purdy back from her maternity leave.

The minutes of the January 26, 2016 meeting were accepted as distributed.

Librarian's Report: Mary Metcalf reported that she has surveys and revised library brochures to hand out at Town Meeting on March 1st. She will also make them available at the circulation desk of the Library. The Spring Newsletter is ready to be sent out by Mail Chimp. A new fire extinguisher has been purchased to replace the one in the basement that was over 10 years old. The new book order has arrived. Emily Purdy, Rose Friedman and Janet Travers will assist Debbie Kasper to provide coverage at the Library while Mary is on leave beginning March 26 until mid-May.

Youth Librarian's Report: Emily Purdy reported that the Tuesday morning homeschool group is taking an around the world tour that covers geography, children and families, animals and plants, and crafts. They have begun with a study of India, Nepal, Tibet and Bangladesh and will go on to study Ireland and Germany. Rose Friedman is doing the Thursday morning story hour for young children. Thanks to a grant from the Vermont Department of Libraries and the Vermont Community Foundation, the first program of 2016 for Wonder and Wisdom had six children constructing squishy circuits with Playdoh. There was also an after-school program on squishy circuits that attracted 18 participants. A group of home-schoolers participated in a genealogy project with Storykeepers today at the Library, thanks to a grant from the Pleasants Fund.

Treasurer's Report: Donna Jenckes noted that the Finance Committee meets next Monday and will discuss the possibilities for an audit. She is calling Jeremiah Kellogg at the Vermont Department of Libraries to ask what other small libraries do for audits. A suggestion has been made that the Library could bond the Treasurer rather than do an audit. Another possibility might be to have Carol Reynolds and John Miller perform an internal audit. The Board will wait for a recommendation from the Finance Committee.

There was a discussion of what to pay Emily Purdy, Rose Friedman and Janet Travers for their hours worked at the Library while Mary is on leave. Gina Jenkins made a motion to pay them \$12.65 an hour which is what the Youth Services Librarians currently make. The motion was seconded by Carol Reynolds and passed unanimously. If Debbie Kasper puts in additional hours during Mary's absence, she will be paid at her current hourly rate. It was agreed to pay Mary her two weeks vacation as part of her two-month leave.

A review of the financial reports noted an increase in the endowment in 2015. Hal Gray expressed his appreciation for all the work by Donna in preparing her reports. He also thanked Becky Arnold and Gina Jenkins for their fund-raising efforts. The Stannard Select Board was asked for an appropriation of \$400 for 2016, an increase of \$25 over the previous year. John Miller reported that the Select Board chose to recommend \$375, the same as in 2015.

Maintenance: Ken Johnston reported that a drain pipe, initially thought to be frozen, turned out to be blocked. Rod Kerr was able to unblock the pipe today. Ken noted that no one understands the septic system and that it should be explored.

Fundraising: Gina Jenkins asked board members to sign up to bring food and to work at the Chili Dinner on March 11th in Fellowship Hall. She also distributed posters and asked everyone to post them around the area. Mary Metcalf agreed to provide the Bicentennial slide show at the chili dinner. Gina and Becky Arnold will begin working on the Spring fund-raising campaign when Becky returns from vacation.

Chairman's Report: Hal Gray asked that we defer a discussion of the job description for the chair and trustees until Mary returns from her leave of absence.

Old/New Business: Hal Gray recommended that the Board consider either Stephanie Garguilo or Sophie Barsalow as candidates for the vacant alternate position. Debbie Kasper said that Virginia Lapierre has also expressed interest in serving on the Board. It was decided to hold a special meeting of the Board on Tuesday, March 8 to select an alternate trustee after the election of two trustees at Town Meeting on March 1. Hal will nominate Carol Reynolds for the open three-year term, and Becky Arnold for the open one-year term (to complete Diane Irish's three-year term) at Town Meeting.

The next regularly scheduled Trustee meeting on March 29 will be the Annual Meeting when officers are elected.

The meeting was adjourned at 5:30 pm.

respectfully submitted, Gina Jenkins, Secretary