

**GREENSBORO FREE LIBRARY
TRUSTEE MEETING**

July 26, 2016
Meeting Minutes

Present: Trustees Hal Gray, Ken Johnston, Gina Jenkins, Donna Jenckes, Becky Arnold, and Alternates John Miller, Cathie Wilkinson and Ginny Lapierre
Librarians: Mary Metcalf, Debbie Kasper, Emily Purdy
Absent: Carol Reynolds, Trustee

The meeting was called to order by chairman Hal Gray at 4:00 pm. In a revision to the agenda, Hal announced that Donna Jenckes has expressed her intent to resign as Library Treasurer effective October 15, 2016.

The minutes of the meeting of June 28 were approved as circulated. Hal Gray thanked Gina Jenkins for the good minutes.

Librarian's Report: Mary Metcalf reported that the Library is applying for a grant by Sean Hill of the Hill Farmstead Brewery. She and Mike Metcalf are preparing the application for funding a maker space in the current crafts room. She noted that the elevator has been re-certified and that Connie Robb is culling books from the children's collection. She invited everyone to attend the program on the Mars Rover next week.

Youth Librarian's Report: Emily Purdy reported that summer events have been well-attended. Mike Metcalf led a great exploration of the Barr Hill Nature Trail. Hal Gray noted his appreciation of the public work that Emily has been doing for the Library. Emily spoke of improving our connections with the day care center in Greensboro Bend and the Bend's Summer Meal program. Hal invited each Board member to consider leading a program for children. Gina Jenkins made a motion to add \$25.00 to the Youth Librarian's budget for a parent and baby yoga class. Donna Jenckes seconded the motion and the vote was unanimous.

Treasurer's Report: Donna Jenckes noted that she took this month's financial reports directly from Quick Books. She noted that it is necessary to add the amount received in the Annual Appeal with Other Donations for the total annual appeal in 2015. To date, the annual giving for 2016 is behind by \$5,000 because there was no specific asking in the Spring. This is a new model and it is hoped that there will be increased donations in the Fall. Grants are also down this year, in part because there was a large grant from the Pleasants Fund last year for a fall program while Emily Purdy was on maternity leave, as well as an expected decrease in the Turrell Fund grant this year.

Donna noted that the pre-buy offer from Fred's Heating Oil is \$2.259 per gallon. Ginny Lapierre looked into the Hardwick Chamber of Commerce oil purchase arrangements with Packard in East Montpelier. They are offering twenty cents off the market price with no pre-buy. We would have to pay a \$75 non-profit membership fee. The Federal forecast is for \$2.40 - \$2.60 this fall and early winter. Gina Jenkins made a motion to accept the pre-buy offer from Fred's Heating Oil. Donna Jenckes seconded the motion and approval was unanimous.

Hal Gray told the Board that his son, Kyle Gray, was interested in recording the speakers at the Library to be posted on the Library web site or kept as a DVD. The Board asked for a proposal from Kyle to be considered as a budget item for 2017.

Maintenance Committee: Gina Jenkins made a motion to accept the new procedure manual developed by Hal Gray, John Miller and others. Ken Johnston seconded the motion and the vote to accept was unanimous. Ken noted that he has received two email communications from Christine Armstrong suggesting that the Board attend the program on Historic Preservation on August 4 at the Library, and consider historic preservation when planning for future renovations.

Fund Raising: Annual appeal donations to date are about \$13,000. The Open House at the Library this year was a departure from previous year's events where attendees paid \$45 per ticket. The Open House was seen as a thank-you to the entire community rather than a fund-raiser. Becky Arnold thanked all the Trustees for their support with food, flowers, an adult scavenger hunt, and music. Becky and Gina were thanked for organizing the Open house and Mary Metcalf was thanked for the good publicity. A suggestion was made to consider sponsoring a Greensboro writer's picnic or get-together as was done many years ago by Lewis Hill. Becky will write a thank-you letter to Krissie Ohlrogge and send her a \$50 gift certificate to the Miller's Thumb.

The Funky Fourth book sale netted \$409.50. This compares with \$439 last year. Several people noted that attendance was also down at the parade and chicken barbeque this year due to the weather. Hal thanked Carol Reynolds, Alice Peron and Miriam Rogers for all their work on this project.

The Board decided to hold a Volunteer Recognition party on Thursday, August 25 from 4-5:30 at the home of Gina Jenkins. All the trustees were asked to attend and to bring cookies. Debbie Kasper will prepare token gifts and will work with Cathie Wilkinson to provide a list of current volunteers. Becky Arnold and Gina Jenkins will coordinate the event and send out the invitations.

Long Range Plan – Hal Gray commended Cathie Wilkinson for all her work on updating the current long-range plan. She asked every board member to read the "Done" column

and let her know what should be added, deleted or corrected. There will be a discussion at the August meeting how to move forward.

Potential Capital Projects: Hal Gray is still trying to contact the fire marshal to discuss improvements to the south exit. He is also talking with Efficiency Vermont that recommends contractors and helps organizations to work out rebates. The board agreed to wait until after the Historic Preservation program to discuss replacement window styles. Cathie Wilkinson pointed out that the Library needs a proper fire door for the front entrance of the original building as it does not meet the standards for an emergency exit. Everyone should be aware that the doors to the stairwell need to be kept shut. Ken Johnston will check that the automatic door closures are working properly. Cathie also asked for a new telephone at the front desk.

Hal and Mary were thanked for bringing snacks for the board meetings. The meeting was adjourned at 5:40 pm.

Respectfully submitted, Gina Jenkins, Secretary