

**GREENSBORO FREE LIBRARY
TRUSTEE MEETING**

March 29, 2016

Meeting Minutes

Present: Trustees Hal Gray, Gina Jenkins, Donna Jenckes, Carol Reynolds, Becky Arnold, and Alternate John Miller

Librarians: Debbie Kasper

Absent: Ken Johnston, Trustee; Stephanie Garguilo and Cathie Wilkinson, Alternates; Emily Purdy, Youth Librarian

Meeting called to order by Hal Gray, Chair, at 4:05 pm. Hal Gray congratulated Carol Reynolds on her new three-year term as Trustee and Becky Arnold on her one-year term as Trustee, voted at the Greensboro Town Meeting in March. Stephanie Garguilo, our new alternate was unable to be at the meeting due to a sick child. Becky Arnold made a motion to reappoint Hal Gray as chair, Ken Johnston as vice chair, Donna Jenckes as treasurer and Gina Jenkins as secretary. The motion was unanimously approved.

The minutes of the February 23 and March 8, 2016 meetings were accepted as distributed.

Librarian's Report: Mary Metcalf is on leave until the middle or end of May, 2016. Debbie Kasper is the acting Librarian, supervising Jan Travers, Emily Purdy and Rose Friedman who will assist Debbie in handling the various library functions for the next two months.

Youth Librarian's Report: In Emily Purdy absence, Debbie Kasper reported that the summer lunch program will be at the Lakeview Union School this year. Emily will provide a story time and some books twice a week during lunch time.

Treasurer's Report: Donna Jenckes presented the cash flow analysis, statement of financial income and expense, and statement of financial position. The Finance Committee met on February 29 and has been very helpful. The consensus of the committee was that it would be more useful to concentrate on improving internal financial controls than paying for another audit. Carol Reynolds volunteered to work with Donna to review QuickBooks reconciliation reports on a monthly basis. Donna was asked to present her ideas for improving the Library's internal controls at the next Trustee meeting.

Maintenance Report - In Ken Johnston's absence, Debbie reported that room-darkening shades have been installed in all the windows in the upstairs meeting room. A patron has reported concern about the peeling paint on the Library roof.

Fund Raising: Gina Jenkins reported that the March 11 Chili Dinner at Fellowship Hall was a success. Many great cooks contributed a wide variety of chili, including moose and bear, as well as coleslaw, a variety of cornbreads, and cookies. Willeys Store donated paper goods and other supplies, and Jasper Hill Cellars and the Buffalo Mountain Food Coop donated grated cheese. Fifty-seven adults and six children attended and we raised a total of \$582.00, our best year yet. Gina Jenkins was complimented on the success of the dinner.

Becky Arnold reported that she and Gina are working on articles for the Spring newsletter. Hal Gray has taken some photographs as well. They are planning to send the newsletter and donation envelope without a cover letter asking for donations. Carol Reynolds and Donna Jenckes agreed to help format the articles and photos for publication.

Becky and Gina are working on plans for a summer event at the Library. The Greensboro author celebrated this year will be Krissie Ohlrogge (who writes as "Anne Stuart") if she is available in July. The event would be an open house with music provided by Gina Jenkins, Tom Anastasio and Bronwyn Masse, light hors d'oeuvres, wine if the Library can get a one-day license, and non-alcoholic punch. Volunteers will be asked to provide food and flowers.

Chairman's Report: Hal Gray reported that he and Mary Metcalf met with Sabra Jones McAteer and Lilly McAteer to talk about how the Library and the Greensboro Arts Alliance and Residency may cooperate on literary events in 2016. GAAR is planning another writer's forum in association with the Library, as well as possible events that will use the Library meeting room.

Hal noted that at the Greensboro Town Meeting, an appropriation of \$25,000 was approved for the Library. The Stannard Town Meeting approved an appropriation of \$375.

Other Business: National Library Week will be observed from April 10-16 this year. The Library is invited to provide a snapshot of a day at the Library. Gina Jenkins will gather the information about programs on Tuesday, April 12, as well as user statistics. Hal Gray was asked to take some photos. Ginny Lapierre and Emily Purdy are planning a library scavenger hunt for children and adults during Library Week with book prizes for the winners.

The meeting was adjourned at 5:45 PM. Respectfully submitted,

Gina Jenkins, Secretary