Greensboro Free Library

Board of Trustees Meeting

December 18, 2018

Present: Hal Gray, Becky Arnold, Lise Armstrong, Stephanie Thomson, Virginia Lapierre, Carol Reynolds, John Miller, Mary Metcalf, Debbie Kasper, Emily Purdy

Absent: Rosann Hickey Cook, Donna Jenckes

Call to order 4:06 pm.

Hal amended the November minutes to correct the spelling of Stephanie Thomson’s name (no ‘p’). Minutes were then accepted as amended.

Librarian’s Report—Mary shared that Greg Locke has been hired to shovel the snow at the library. She reviewed Open Meeting Law policies with the Board to help us remain compliant. Mary also informed us about a paper that needs to be reviewed and signed by each volunteer relating to coverage by the Library insurance should an accident occur during their shift. Debbie will disseminate the information to the volunteers. The Turrell Fund Grant has come through again this year in the amount of $3500.00. There is a Turrell conference in June that all are encouraged to attend. Mary also reminded the Board that she is desiring more time off in the coming year. Virginia is willing to fill in for Mary during her absences to ensure that library business stays on track. There is a possibility of Virginia and Mary splitting up some of the librarian duties to lessen Mary’s load.

Youth Librarian’s Report—The library has been very busy Tuesdays and Thursdays with the children’s programing. The play the children had prepared with Rosann was well-received at its debut and will be performed again for the Chili Dinner in February. Emily has been advertising the Maker Space on Front Porch Forum and Facebook and is looking for other ways to increase awareness of this space. Ideas were discussed. Emily will be absent from Storytime on Dec. 27 but has arranged for a substitute.

Strategic Planning Report—John distributed a form which is an example of how we could track the library’s performance to see how we are meeting our goals. It was suggested that the form include the numbers from 2017 as a base line for tracking our progress.

Fundraising Report—Becky thanked Carol and Mary for the strong Facebook presence and quarterly informational email newsletter. She is awaiting Donna’s numbers for funds raised from our Fall Newsletter, but expressed that donations continue to come in. Becky also finalized the plans for the Staff Appreciation luncheon planned for January 3.

Ex officio Treasurer’s Report—There was no report for this meeting due to Donna’s absence.

Chairman’s Report—Clarification of the library’s lease with the Town is still pending. Hal noted that there was $20,000 requested in next year’s Town Budget for exterior maintenance at the Library. The result from the special Town meeting to address parking was that there is no change at this time. Hal also noted the Board is to prepare its annual evaluation of library performance.

Old/new Business—Becky moved to approve the updated By-laws, Carol seconded, and the motion passed.

There has been a proposed update to the library’s website. The website committee will review it and report back to the Board.

The annual Chili Dinner is scheduled for Friday, February 22 from 5:00-7:00 at GUCC

AARP Tax Aid will begin in January.

Motion to adjourn at 5:23pm, seconded and passed.

Submitted by Virginia Lapierre