

**Grafton Public Library
Trustee Meeting Minutes
Approved April 18, 2019**

Date: March 21, 2019

Present: Roseanne Kramer, Tina Pope, Sue Smith, Stacey Glazier, Debra Clough

The meeting was called to order at 6:04pm.

Acceptance of Minutes: Roseanne motioned to accept the minutes of February 28, 2019 as amended. Tina second. Sue abstained. Motion passed.

Old Business:

- Book Club Update: Next meeting is April 4 and books for May, August and September will be chosen. There will not be a meeting in July.
- Next FoGL meeting will be April 7th, 12pm at the Town Hall. The meeting was originally on April 13th.
- Bank Status – Bank transactions currently need Roseanne’s signature. Signature cards need to be updated to reflect current Library Trustees. Jennifer from Mascoma Bank has offered to meet with the Library Trustees to remedy the situation.
- Shoveling Status – Stacey will email Dave thanking him for shoveling the ramp/walkway. She will also inquire if Dave would like to continue shoveling during winter 2019.

New Business:

- Sue was nominated as Treasurer and accepted.
- Insulating the Library – tabled
- Repairing the Roof – Materials have already been purchased and labor estimates are being sought.
- UK Update – Tina emailed UK and is waiting for a cost effective plan. Deb to be made point of contact.
- New Building location – Deb will be speaking with Bob Senter about getting an estimate for a septic and to find out what kind of well is on the property. Deb will also speak to other builders to get possible construction estimates.
- FoGL Update – BBQ/Yard Sale will be held on Saturday, May 25th. FoGL is also planning on having 2 NH Humanities events this year.
- Kids Group – Stacey stated that Saturday mornings, with the help of a volunteer, could be a possible time for a kids group. Stacey also mentioned that a summer reading club could be created for the older kids (ages 8-12). Art projects can be done outdoors and there could also be seasonal crafts.

Director’s Report:

The Trustees and Stacey reviewed and discussed the director's report. Stacey stated that the numbers for ILL have been consistent. A staff meeting will be scheduled for April. Stacey also mentioned that Canaan and Enfield library director's reached out to her to see if Grafton Library would like to collaborate for an event in July. This year's event is \$400 split 3 ways. FoGL helped with last year's collaboration and will be asked to help again this year.

Financial Report:

Tina stated that the downloadable and LUV videos annual payments have not been paid. An invoice is needed from Overdrive. Tina also stated that she will be transferring \$600 from the improvement fund to the trustees account to pay these bills. Tina motioned for the library director to use \$100 in the director's account to purchase media and to pay the NHLA annual dues of \$15. Sue second. Motion passed.

Action and Takeaway Items:

- Roseanne will get the approved February minutes to the trustees
- Stacey will re-do the library data for the Town's website
- Deb – contact person for new building
- Sue – update Library tab on Town website and meet with Tina to go over the financials

Next Meeting: Thursday, April 18th, 6pm.

Tina motioned to accept all donations. Roseanne second. Motion passed.

Sue motioned to adjourn. Roseanne second. Motion passed 3-0. Meeting adjourned at 8:15pm.

Respectfully recorded and submitted: Sue Smith, Treasurer