

# **Town of Grafton**

## **Library Trustees Meeting Minutes**

March 18, 2021

**Place:** Town Hall

**Purpose of Meeting:** Monthly Meeting

**Called to order:** 6:01 PM

**Trustees Attending:** A. Cushing, G. Curran, S. Tresch Fienberg (alternate),  
K. Coolley (Library Director)

**FoGL Attending:** M. Gasiorowski, D. Clough

**Public Attending:** A. Jacques, C. Kudlik (Selectman),

### **Review of Minutes:**

Reviewed minutes from the last monthly meeting, February 18, 2021. S. Tresch Fienberg moved, A. Cushing seconded and the motion passed unanimously to approve the minutes as submitted

### **Current Business**

The **Porta-Potty** was again discussed. While it has been serviced, the Trustees acknowledged that the situation needed close monitoring. It was decided that we will not lock the facility initially. Further the Trustees authorized the Library Director to contact the vendor for additional cleaning should that become necessary.

The revision of the **policy regarding the use of the Library for meeting space** was reviewed and presented following the incorporation of several improvements. G. Curran moved to accept this version of the policy, S. Tresch Fienberg seconded the motion and it passed unanimously. The Chair will continue to act as approver of use of the Library between normal meetings.

**Tree removal** was discussed and removal by the Road Agent was requested. C. Kudlik will confirm the insurance coverage and will notify the Road Agent.

### **Library Director Report**

K. Coolley reviewed the report of library usage.

The Trustees congratulated the Library Director on the reorganization of the Library recreating a comfortable and more appropriate children's area.

Katelyn (KATE) requested approval for the expenditure of funds for a monitor stand for the circulation desk, a small laminating machine, and a wireless mouse for use with the computers. G. Curran moved that \$50 be transferred to the Librarian account for this purpose, Andrew Cushing seconded and the motion passed unanimously.

Use of trained volunteers to help with the data entry efforts at the library was requested. The trustees agreed with this request to be activated at the discretion of the Director.

### **Financial Report**

The written report was distributed electronically. No unusual activity or problem presented itself. The Budget vs Actual report will be available next month as Quickbooks will be set up by then.

The Trustees approved the Treasurers report and the donation of 25 books.

### **Committee Updates**

The plans for the March 20th joint FoGL/Trustee fundraiser were discussed.

### **Other Business**

The Trustees agreed to meet in a special session to launch a strategic planning process intended to develop a shared vision for the library's future role in the Grafton community and a practical plan for achieving that vision.

The initial meeting was held March 13th from 1-4pm at the Library. S. Tresch Fienberg gave a status review of what was accomplished specifically the membership of the planning committee and process for gathering information. A survey is in development.

This session of the Trustees of the Library **adjourned at 7:00 PM**

**Respectfully submitted:**

**G. Curran, Secretary**

**4/12/21**