

Minutes

Grafton Library Trustees Meeting, 7/15/2021
Grafton Town Hall

In attendance: Andrew Cushing, George Curran, Susan Fienberg, Paul and Denise Vogt, Deb Clough, Steve Darrow, Elaina Bergamini, Sharon Duffy, Kate Coolley

Non-public Sessions

Meeting called to order at 5:30pm. George made a motion to go into non-public session, per RSA 91 A:3, II(a).

Trustees met with Director Kate Coolley to discuss her job performance and promised raise following her probationary period. All trustees agreed that Kate has done an exemplary job. George motioned to end the probationary period of employment and to raise pay by \$1.00/hour. Susan seconded. All in favor.

George motioned to end non-public session at 5:40. Andrew seconded. All in favor.

George moved to enter into another non-public session, per RSA 91 A:3, II(c) at 5:41pm, regarding discussion of trustee applicants for the vacant position. Andrew seconded.

Trustees discussed several candidates for the vacancy, all of whom expressed interest. The trustees agreed that the ideal new trustee would be an existing library patron, have an interest in accounting, and be committed to the betterment of the library community. After some discussion, Andrew made a motion to recommend Karen Johnson to the trustees. Susan seconded and motion passed.

George moved to end the non-public session at 5:55. Andrew seconded. All in favor.

Public Session

George called the meeting to order at 6pm.

George announced that Kate had passed her probationary period.

George also announced that the library trustees would recommend Karen Johnson as the new library trustee, for final approval to be made by the selectmen.

Immediate Business

Susan moved that the last month's minutes be approved as written. George seconded.

The trustees discussed the condition of the library roof. George offered to approach Russell Poitras and Larry Tibbets about the work. Deb Clough offered to talk with the roofers at the Guaraldi house. Andrew suggested volunteers could help with yard clean up and disposal to keep costs down.

The MOU with FOGL was approved and signed by all parties.

Library Director

Kate shared her monthly report, which showed steady usage of media and visitation, but a downturn in computer usage.

The book sale brought in over \$350.

It was announced that the library received \$2,826 in federal funding through the American Rescue Plan. These funds will provide the library with a new projector, screen, disk cleaner, and twenty "launch pads."

The volunteer of the year award was presented to Sharon Duffy for her assistance in the onboarding of Kate and her generous sharing of her knowledge of library systems. A card and gift were provided, as well as Sharon's name on the plaque.

Kate asked about signing time cards. It was agreed that the timecards could be signed by a trustee (as has been done) and the director, who is more familiar with the actual hours worked.

Financial

George shared the treasurer's report, which shows 33% of 2021's budget spent. The staff noted that due to COVID and the lack of a library director for several months, there were many administrative tasks on hold. Given the state of the budget, the trustees encouraged the staff to spend time catching up.

There were no donations or invoices to approve.

Committee Updates

George presented a letter to the selectmen regarding the picnic table at the library lot. FOGL will donate the table to the town but will mark the table so that it returns to its intended spot after winter storage.

Elaina agreed to send a letter to the selectmen stating FOGL's intent to donate the table; also a list of FOGL annual events to take place on town property.

Susan made a motion to approve George's letter. Andrew seconded. FOGL shared information about an upcoming NH Humanities event on August 8th. Garlic Fest will be on October 11th this year.

Susan shared updates from the Strategic Planning Committee, including the development of the library's mission statement and vision. The next meeting will be July 24th at 10am.

Public Comment

Elaina recommended that the library community prepare a newsletter for the town, to be mailed out around twice/year.

Deb recommended the library pursue a sign at the library lot year round (vs. just for Garlic Fest or the Christmas Craft Fair). The trustees felt this was a good idea. Susan recommended a sign with some sort of easily changeable text.

Meeting adjourned at 7:00pm.