

Minutes, Grafton Public Library Trustees

July 18, 2019

PRESENT: Sue Smith, Stacey Glazier, Andrew Cushing

1. Call to Order at 6:10 p.m.

Old Business

- Book club update: the next meeting is 8/1 with book *Flight Behavior* by Barbara Kingsolver
- Craft Club has their first meeting on 7/25 at 6pm
- Andrew and Mary recorded an oral history with Elizabeth Andrew

New Business:

- Sue Smith made a motion to clean the portable toilet twice/month between April and Sept./Oct, at a cost of \$24 per cleaning. Andrew seconded. Motion passed.
- Stacey suggested the Trustees start advertising for a snow shoveler for the upcoming winter season.
- Stacey shared the Director's Report, which showed an increase in the use of ebooks and audio books
- Stacey is looking at changing the computer use procedure to better track usage and control downloads. Scott Smith donated his time to clean up two laptops with Linux operating system.
- Stacey will be on maternity leave starting at the end of November. She will look to secure substitute librarians.

Financial:

- Sue shared the Treasurer's report and the Trustees signed reimbursements and approvals. Spending-wise, the library is on track, with 43% of budget spent at the half-way mark.
- Sue made a motion to accept all donations (\$8.75 and 184 media), Andrew seconded.
- Sue will investigate the CDs held at Mascoma Bank for expiration dates
- Trustees will begin to examine our budget request for the Budget Committee. Known cost increases will include Trustee training in 2020.
- Stacey and trustees discussed potential library improvements, including painting the interior and refinishing the floors. Andrew made a motion to spend up to \$2,000 from the Capital Reserve Fund to refinish the floors, pain the interior, and rent a storage trailer. Sue seconded. Work is expected to begin in early September.

Next meeting date: Thursday, August 15 @ 6 PM

Adjourned at 7:31 pm.