**GREENSBORO FREE LIBRARY**

**Board of Trustees**

June 27, 2017

Minutes

Present:

Trustees—Hal Gray, Carol Reynolds, Donna Jenckes, Ken Johnston, Becky Arnold, Virginia Lapierre

Alternates—John Miller, Rosann Hickey Cook

Librarians—Mary Metcalf, Debbie Kasper, Emily Purdy

The meeting was called to order by Hal Gray at 4:00 pm.

Hal Gray called for a vote to make Rosann Hickey Cook our second Alternate Trustee. The vote was unanimously approved, and the Board is excited to have Rosann involved in the library in this way.

No revisions were made to the agenda for today’s meeting.

The minutes of the meeting of May 30 were accepted as distributed.

Librarian’s Report—There are new books catalogued and we are gearing up for a busy summer. Mary Metcalf is preparing to update our expiring Library World system with a new system to be in place by November. Mike Metcalf has been doing a fabulous job of transforming the craft room into a Maker Space. Thank you Mike! We have many exciting events planned for this summer including the last-minute scheduling of an author talk by Catherine Donnely and Mateo Kehler.

Treasurer’s Report—Donna Jenckes distributed a 5-year income and expense projection sheet that she produced using the data trends over the last several years. Thanks were extended to Donna for all her hard work. The Board discussed the projected numbers and how we might use the information to better ensure the financial stability of the library. One suggestion was to create a survey to assess patron needs. This will be considered.

Youth Librarian’s Report—Emily Purdy is also gearing up for all the summer programs and activities. The Board affirmed how important the children’s programing was for our library and community.

Maintenance Report—A new railing is up on the parking lot side of the entrance ramp! Thank you Ken! The Board agreed that we approved of the new railing and authorized Ken to replace the railing on the building side of the ramp to match the first one. Ken again expressed thanks to Mike Metcalf for the great work he is doing in our new Maker Space. Hal is continuing to monitor and assess work that may need to be done on the South Exit and the condition of our septic system.

Fundraising—Becky Arnold reported that she felt the Spring Newsletter was a success in reaching out to our patrons and resulting in financial donations to the library. There was discussion about the upcoming Summer Raffle and the details to still be ironed out. Becky also reminded us of the July 6 Open House and Book Discussion. Many on the Board volunteered to bring refreshments. There was some discussion about the Author’s Awards that have happened in the past. No decision was made concerning these. Becky thanked library staff and Trustees for the card of “thanks” and gift certificate sent to Gina and Tom.

Chairman’s Report—Hal Gray presented three options for the Disclaimer language that he gathered from various sources. After discussing the merits of each, the Board finally combined two versions into a final wording: “Presentations at the Greensboro Free Library are part of an open and free exchange of views, and do not represent an endorsement by the library.” Becky moved that we accept this wording, Donna seconded, and the motion passed unanimously.

--Hal informed us of the Select Board’s plans to purchase lock boxes for public buildings which will hold keys that the Fire Department can use to access the buildings in an emergency.

--There is still an opening for a third Alternate Trustee. Ideally, this candidate would have a background in book keeping as Donna would like to pass the job onto someone else.

--Hal is updating the Trustee biography page

Motion to adjourn was made at 5:55, seconded and approved unanimously.

Respectfully submitted,

Carol Reynolds, Secretary