

**GREENSBORO FREE LIBRARY
TRUSTEE MEETING**

August 30, 2016

Meeting Minutes

Present: Trustees Hal Gray, Gina Jenkins, Donna Jenckes, Becky Arnold, Carol Reynolds, and Alternates John Miller and Cathie Wilkinson
Librarians: Mary Metcalf, Debbie Kasper, Emily Purdy
Absent: Ken Johnston, Trustee and Virginia Lapierre, Alternate

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

The Long Range Plan for 2011-2015 has been completed and Cathie Wilkinson was thanked for her hard work in bringing it together. Becky Arnold commented that she was impressed by the amount of work that has been accomplished. She made a motion to develop a new five-year plan, the motion seconded by Gina Jenkins. After some discussion the motion was unanimously approved.

Donna Jenckes asked for a five-year capital budget and noted that next year's budget must be submitted to the Town of Greensboro by December 1. A capital budget working group was formed to include Donna Jenckes, Mary Metcalf, Hal Gray, and Becky Arnold. Hal will invite Mike Cassidy from the Finance Committee to join this group. The group will meet on Wednesday, September 7 and, if necessary, Wednesday, September 14, at 2 pm. An operations budget working group was formed to include Donna Jenckes, Mary Metcalf, Hal Gray and Gina Jenkins. This group will meet on October 12 at 2 pm. A working group for the Long Range Plan will be discussed at a future meeting.

Youth Librarian's Report – Emily Purdy reported that 183 children and 65 adults attended children's programs in August. It has been a busy summer. The attendance at the Circus Smirkus camper demonstration was tremendous, and it has been agreed that the circus camp will provide a program every summer with no charge. Hal Gray noted that Carol Reynolds and Mike Metcalf led programs for children this summer, and invited other trustees to consider doing the same. Emily said that she is looking forward to an improved Maker Space in the crafts room. She was thanked for all her work that made this summer a big success.

The minutes of the meeting of the July 26, 2016 were amended to spell Shaun Hill's name correctly, and then accepted with that correction.

Librarian's Report – Mary Metcalf reported that Connie Robb has been working this summer to cull the shelves of worn and un-used books. Elaine Cole has donated a

painting of the Library that Mary is planning to hang over the fireplace in the Olds Reading Room. A new venetian blind has been hung in the Adult Fiction/Non-fiction Reading Room. Some of the GAAR Writer's Forum will be held in the upstairs Library meeting room later this week. There were 27 people at the last book discussion. Mary's application for a grant to improve the Maker Space has been accepted by the Hill Farmstead Brewery and will be somewhere between \$2,000 to \$4,000. She expects to receive the money by the end of September, and that the Maker Space will bring more people to the Library. She noted that the Lakeview Elementary School will bring children to visit the Library this fall and that each child will be given a book to take home. After a discussion of the changing use of libraries, including declining computer use and an increase in e-book use, Mary suggested that the Trustees look at the ALA homepage for discussions of the future of libraries, both in Vermont and across the country in anticipation of the development of a new long-range plan. Mary and all the staff were thanked for a successful summer season at the Library.

Treasurer's Report: Donna Jenckes noted that expenses are down for the year and income is over budget, due to increased investment income. Donna agreed to continue as Treasurer beyond October 15. Trustees were asked to think about potential treasurers.

Fund-raising: Gina Jenkins reported that she looked at the NonProfit Easy program to see how fund-raising income to date compared with the two previous years. In 2014 we had raised \$14,722; in 2015 \$19,679; and in 2016 \$19,147. We are only about \$500 less than the previous year which is very positive, considering that there was no Spring appeal and no Summer fund-raiser. Gina and Becky Arnold will work on a draft of the Fall fund-raising letter once they get the information from the capital budget and draft of the 2017 operations budget. They hope to have the letter ready to mail right after Thanksgiving.

Chairman's Report: Hal Gray reported that he has corresponded with the Fire Marshal who has suggested that we check with an architect on the specifications for the South fire exit. Hal will call John Hunt. Hal has also contacted Efficiency Vermont about an energy audit. Efficiency Vermont provides support to private contractors rather than organizations. Cathie Wilkinson and Gina Jenkins noted that Mark Schneider did an energy audit for the Greensboro Historical Society. Hal will contact him. It was agreed to wait for an energy assessment before considering any change in the windows. Hal thanked Gina Jenkins and Tom Anastasio for hosting the Library Volunteer recognition party and all those who contributed food and the punch. He also thanked Debbie and Mary for their thank-you notes to all the volunteers. He has sent a photo from the party and a short article to the Hardwick Gazette.

The next meeting will be on Tuesday, September 27. The meeting was adjourned at 5:35 pm. Respectfully submitted, Gina Jenkins, Secretary