

Greensboro Free Library Trustee Meeting

Unapproved Minutes

September 30, 2014

Present: Diane Irish (Chair), Ken Johnson (Vice-Chair), Gina Jenkins (Secretary), Donna Jenckes (Treasurer), John Miller, Denise Stuart, Hal Gray; Alternates: Cathie Wilkinson, Carol Reynolds; Librarians: Mary Metcalf, Debbie Kasper, Emily Purdy

1. **Meeting** was called to order by the Chair at 5:05 pm.
2. **Minutes** of the August 26, 2014 meeting were approved as distributed. Carol Reynolds agreed to take the minutes for the October meeting when Gina Jenkins will be out of town.
3. **Librarian's Report** - Mary Metcalf noted that one computer has been replaced. The Edge Initiative Survey will take place in November and December in electronic and paper form. The Library has received certification for 2013, and she will begin working on the 2014 report in October. Emily Purdy reported that the children's programs for September served 100 children and 71 adults. There are two new home-school families participating this fall.
4. **Maintenance Report** - Ken Johnson reported that it would cost \$1,000 to replace the broken window in the Young Adult room. However, since the frame is rotted, he had a quote to replace all three windows for \$2,300. Gina Jenkins made a motion to replace all three windows. Ken Johnson seconded the motion. After some discussion, the motion was passed unanimously. Ken has not yet had a report on the leak in the video room.
5. **Fall Appeal Letter** - Diane Irish appointed a working committee of herself, Mary Metcalf, Hal Gray, Carol Reynolds, and Gina Jenkins to draft the fall appeal letter.
6. **Treasurer's Report** - Donna Jenckes was commended for sending out the financial reports in advance of the meeting. She noted that the maintenance expenses have exceeded that budgeted for the year and that fuel costs were higher last winter. We have not yet received the \$20,000 appropriated to the Library by the Town of Greensboro, but she expects the money soon. She suggested that the Board develop a different kind of budget for 2015 that will allow for unanticipated expenses. Members of the budget working committee are Donna, Denise Stuart, Ken Johnson and Mary Metcalf.

The Finance Committee has not met this year. Members are Donna Jenckes, Rick Ely, Tony Irwin and Mike Cassidy. Ed Stehle was a member and someone will have to be appointed to take his place. The committee should meet quarterly to advise on library investments and financial policies, and Donna was asked to report on the committee status at the October meeting. She was reminded that the agenda for the Finance Committee meetings needs to be posted 48 hours in advance of the meeting at the Library, Town Offices, Willeys Store, the Post Office in Greensboro Bend, and on the Library website.

7. **Chair's Report** - Diane Irish individually thanked each Board member for their work on behalf of the Library. She noted that the Board has not taken an official position on the Greensboro Arts Alliance, despite what appeared in a recent GAAR letter.

The meeting was adjourned at 5:50 pm

Gina Jenkins, Secretary

