

## GREENSBORO FREE LIBRARY TRUSTEE MEETING MINUTES

Via Zoom on October 27, 2020

Present: Becky Arnold, Carol Reynolds, Hal Gray, Lise Armstrong, Virginia Lapierre, Renee Circosta, John Miller, Rosann Hickey, Donna Jenckes, Paula Davidson, Emily Purdy

1. Call meeting to order at 3:06.
  2. Renee moved to accept the September meeting minutes as clarified. Carol seconded. So passed.
  3. Revision to agenda: Review 2020/2021 Trustee vacancies for Town Meeting
  4. Librarian's Report: Book drop purchase due to arrive in mid-December-not in stock at this time. Americorp volunteer to join the library. Disinfectants and wipes (PPE) have been provided by the Department of Libraries. A \$300 technology grant from the Department of Libraries has been received- funds will be used to purchase one or more routers. Staff meeting on Thursday- 11/5- Rosann volunteered to provide circulation desk coverage from 10-12. Information will be sent to Trustees sharing developed goals and priorities.
  5. Youth Librarian Report: Durrelle Morey's upcoming card making class will be advertised on Front Porch Forum and Facebook. Hal will be installing a snow fence in the back yard. Emily shared involvement with the REACH after-school program. Renee commended her work and shared appreciation for Emily being a strong community face for the library. Upcoming Halloween festivities were discussed. Renee suggested including more information surrounding MacKenna's role as assistant librarian in future monthly reports.
  6. Renee's Report: Facilities Notebook system with task lists for Jeff has been developed. The newsletter has a mid-November completion goal. Renee requested an update from the finance committee or information from someone knowledgeable about investing regarding the soundness of the current risk allocation of our investments. Donna indicated that the finance committee has not met recently but that our investment strategy is "classic" and does not need to be re-evaluated. A general discussion on the benefits of a diversified investment portfolio was then held. A volunteer appreciation/recognition proposal was discussed. A snow removal person needs to be secured.
  7. Budget Discussion: Becky reviewed information from our last meeting regarding clarification of votes. South exit funds were discussed. Donna and Paula have reviewed the budget for the Town Report submission. Discussed endowments and transfers along with budget versus actual expenses. The Town Report submission review was tabled for the November meeting. Virginia Lapierre recused herself from payroll discussion involving MacKenna. Entered executive session at 4:52 for personnel. Out at 5:13. Becky moved to increase the payroll line item by \$2000. Hal seconded. So passed. Renee moved to approve the 20/21 budget of \$102,235. Lise seconded. The vote was 4 in favor and 1 opposed. The motion carried.
  8. A verbal estimate for roof painting was given by Becky at \$2500.
- Meeting adjourned at 5:22.

