

GFL TRUSTEES MINUTES
Friday, November 17, 2023 3:30 pm

Present: Paula Davidson, Shelly Jungwirth, Jennifer Lucas, Beth Meacham, John Miller, Sharon Putney, Carol Reynolds, Fan Watkinson **Remote:** Tony Acheson **Absent:** Rose Modry

1. Approved 10/20/23 Minutes

2. EXECUTIVE SESSION at 3:38

Out of **EXECUTIVE SESSION** 4:23

Motion for Job Descriptions for Director, Assistant Director and Youth Services approved unanimously

Motion for Employee Handbook approved unanimously

3. Housekeeping

- Reminder to complete Librarian review

4. Friends of the Library Working Group

- Will seek Volunteer Recruiter to recruit new volunteers (with deep community roots, especially ties to elders who are largest pool of volunteers)
- Next FOL meeting Mon. 11/27/23 at 4 pm

5. Board nominations for 2024 Town Meeting

- Human resources committee designated to find additional trustees to meet needs
Class of '24: Jennifer Lucas (to be re-nominated); Tony Acheson (declining re-nomination)
Class of '25: Shelly Jungwirth, Beth Meachem
Class of '26: Rose Modry, Sharon Putney

6. Treasurer's Report

- Overall - "In good shape"
- October Financials-Oct donation very helpful to support budget with increase in Nov. expenses
- Capital Budget- \$36k ahead of budget but expect to spend down with expenses
- Attended 4 Town Budget sessions to address questions about financials

7. Librarian's Report (return from tour of 5 libraries and bookmobile)

- Acceptance of report describing well attended activities in October

8. Facilities Report

- Updates: Ramp almost completed; need siding and rails; Structural engineer scheduled Nov. 21; Town agreed to pay for gutters and installation
- Space Use Discussion delayed until Jan.
- Newsletter ready! goal to mail by Monday with help Sat 10 - 2; Sun 11:30 - 1:30
 - Note for '24: handwritten envelopes get higher open rate

9. Logo Outreach Report

- Sent logo guidelines to Lakeview, Hazen Union, Lakeview with some positive response
- Sent logo guidelines for Caspian Art consideration at their meeting on Dec 6

Meeting Adjourned: 5:27

Next Regular Monthly Meeting- December 29, 3:30 pm

Submitted by Fan Watkinson, secretary