

Isaac C. Griswold Library Board Meeting  
February 11, 2020 at 6:30PM

PRESENT: Patti Abbott, Marsha Ross, Annette Parrott, Karen Paddock, Stephanie LaChapelle, Erica Freudenberger from SALS

MINUTES: Motion made by Karen Paddock, seconded by Marsha Ross to approve the minutes of the December 10, 2019 meeting, all voting in favor. Motion made by Karen Paddock, seconded by Annette Parrott to approve the minutes of the January 14, 2020 meeting, all voting in favor.

TREASURER'S REPORT: The Treasurer's Report with a balance of \$15,540.87 as of February 10, 2020 was reviewed. Motion made by Marsha Ross, seconded by Stephanie LaChapelle to accept the Treasurer's Report, all voting in favor.

BILLS: The monthly bills were reviewed. Motion made by Karen Paddock, seconded by Marsha Ross to pay the bills, all voting in favor.

DIRECTOR'S REPORT: No report was available.

Karen Paddock stated that an estimate is needed for the construction grant. This will be discussed at the next Board meeting.

Ayla McKee was sent a certified letter regarding her intentions to continue as the Library Director. The letter stated that if Ayla did not respond to the Board by February 3, 2020, we would consider it as her formal resignation. Motion made by Karen Paddock, seconded by Annette Parrott to accept Ayle McKee's resignation as Library Director, all voting in favor.

The position of Library Director will need to be posted. The Board will discuss the job description at the next meeting.

Motion made by Stephanie LaChapelle, seconded by Karen Paddock to hire Chet Mead of Mead's Locksmith to replace the locks on the front door and produce new keys, all voting in favor.

The Library received a letter from the Internal Revenue Service with a penalty of \$2,000.00 because the Form 990 was filed late. Karen Paddock has sent a letter to the Internal Revenue Service requesting an abatement of the penalty.

Erica Freudenberger from SALS gave a presentation regarding creating a Long Range Plan for the Library which is required by January, 2021. The Long Range Plan should be community based, identify community goals and can be changed if needed at a later date.

Motion made by Stephanie LaChapelle, seconded by Patti Abbott to adjourn the meeting at 8:15PM, all voting in favor.

The next meeting will be held on March 10, 2020 at 6:30PM.