

Isaac C. Griswold Library Board Meeting  
June 8, 2021 at 6:00PM

PRESENT: Patti Abbott, Marsha Ross, Sally Stevens, Karen Paddock, Ann Keys, Annette Parrott, Stephanie LaChapelle, Mary Terry, Karen Gordon and Kathi Ripley

MINUTES: Motion made by Marsha Ross, seconded by Annette Parrott to approve the minutes of the May 11, 2021 meeting, all voting in favor.

TREASURER'S REPORT: The Treasurer's Report with a balance of \$8,923.57 as of June 7, 2021 was reviewed. Motion made by Annette Parrott, seconded by Stephanie LaChapelle to accept the Treasurer's Report, all voting in favor.

DIRECTOR'S REPORT: The minimum education requirements for Library Director has been changed to only two years of college study. Another donation from Mary McGrath has been received in the amount of \$1,000.00. This donation will be used towards the Summer Reading program. There will be a link on the Library's website for parents to sign up their children from the Summer Reading program. Karen Paddock suggested contacting the High School Honor Society for volunteers to help with the summer program.

Karen Paddock presented the Library Director Job Description. The only change would be the education requirement. An Want Ad will be placed in the Whitehall Times, on the Library's Facebook page and website.

Karen Paddock received a letter from Modern Woodmen's of American asking if the Library would be interested in helping with a Bingo on September 2 and September 5 for a donation to the Library. We are interested and volunteers from the Board will be present at the Bingo.

Motion made by Ann Keys, seconded by Sally Stevens to adjourn the meeting at 6:30PM, all voting in favor.

The next meeting will be held on July 13, 2021 at 6:00PM.

Isaac C. Griswold Library Long Range Plan Meeting  
June 8, 2021 at 6:30PM

PRESENT: Patti Abbott, Marsha Ross, Sally Stevens, Karen Paddock, Ann Keys, Annette Parrott, Stephanie LaChapelle, Mary Terry, Karen Gordon, Kathi Ripley, Pamela Bolton and Marissa Black

Patti Abbott reviewed the process to create the Long Range Plan as presented by Erica Freudenberger of SALS to bring everyone up to date.

The Long Range Plan will promote reading more and other programs to get patrons into the Library. Some suggestions to accomplish this were:

- Elks Warm Welcome to get needy children jackets
- Bike Rentals
- Snow Shoes
- Outdoor games
- Summer Reading program in the evening instead of the morning
- Movie night for Adults and one for children
- G.E.D. program
- Book Club for Adults and one for children
- Game Night
- Lego Club
- Sewing, Knitting or Crocheting classes
- Budgeting classes
- Cooking classes
- Gardening classes
- Tutoring
- Computer skills
- Genealogy
- Social media

It was discussed that a survey would be created asking:

- When was the last time you visited at the Library
- What hours/days are most convenient to you to visit the Library
- What services/activities would you attend at the Library (providing a list)
- Additional comments
- Demographics: # in household
  - # of Adults
  - # of children - Birth to 5 years, 5 years to 12 years, 12 to 18 years

The surveys should be completed by July 9, 2021. Once the surveys are returned, the Committee will compile the information to utilize in creating the Long Range Plan.

The meeting was adjourned at 7:30PM.

The next Long Range Plan Committee meeting will be held on July 13, 2021 at 6:30PM.