

Isaac C. Griswold Library Board Meeting  
September 14, 2021 at 6:00PM

PRESENT: Marsha Ross, Ann Keys, Annette Parrott, Stephanie LaChapelle, Karen Paddock, Mary Terry, Linda Card, Karen Gordon and Kathi Ripley

MINUTES: Motion made by Karen Paddock, seconded by Ann Keys to approve the minutes of the August 10, 2021 meeting, all voting in favor.

TREASURER'S REPORT: The Treasurer's Report was not available.

BILLS: Motion made by Annette Parrott, seconded by Ann Keys to pay the bills, all voting in favor.

DIRECTOR'S REPORT: Karen Gordon gave the Board copies of an email from SALS regarding an issue involving the delivery driver witnessing a violent act on the street in front of the Library. The Whitehall Police Dept. was contacted by Karen and they will provide extra patrols in this area. Linda Card asked about the need to have someone do maintenance work in the library. Karen Paddock suggested that she contact Paul Terry who previously did work for the Library. Linda Card would like to have a staff meeting once per month. It was discussed to have an Open House for the public to see the renovations in the Library, what services are available and to meet the new Library Director. Linda would like to increase the hours of the Library staff for training. Kathi Ripley asked to have a doorbell installed on the door to be heard downstairs if someone comes in.

Motion made by Karen Paddock, seconded by Marsha Ross to pay the staff one extra hour per month to attend staff meetings, all voting in favor.

Motion made by Karen Paddock, seconded by Ann Keys to increase the hours of the Library on Thursday to be opened from 10:00AM-6:00PM starting on October 1, 2021, all voting in favor.

The Library received \$855.00 from the Modern Woodmen of America Bingo.

Motion made by Marsha Ross, seconded by Karen Paddock to adjourn the meeting at 6:32PM, all voting in favor.

The next meeting will be held on October 9, 2021 at 6:00PM.

Isaac C. Griswold Library Long Range Plan Meeting  
September 14, 2021 at 6:33PM

PRESENT: Marsha Ross, Ann Keys, Annette Parrott, Stephanie LaChapelle, Karen Paddock, Mary Terry, Linda Card, Karen Gordon and Kathi Ripley

Karen Paddock provided everyone with the template Long Range Plan. The committee will review the template to discuss at the next meeting.

The surveys should be at the next meeting to use for the Long Range plan creation.

Linda Card stated that the minimum standards for the Library should include ADA accessibility. Karen Paddock explained that the Library has previously spent \$8,000.00 on an engineer to explore the possibility of ADA accessibility. There is not enough room in front of the Library for a ramp and installing an elevator at the back of the Library was too costly. If there is no access into the Library, we need to state in the Long Range Plan what the Library does to accommodate such as curbside services.

The meeting was adjourned at 6:58PM.

The next Long Range Plan Committee meeting will be held on October 9, 2021 at 6:30PM.