

Isaac C. Griswold Library Board Meeting
February 8, 2022 at 6:30PM

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

MINUTES: Motion made by Karen Paddock, seconded by Ann Keys to approve the minutes of the November 9, 2021 meeting, all voting in favor.

TREASURER'S REPORT: The Treasurer's Report was reviewed with a balance of \$1,538.62 as of January 29, 2022. Motion made by Annette Parrott, seconded by Mary Terry to accept the Treasurer's report, all voting in favor.

Motion made by Stephanie LaChapelle, seconded by Ann Keys to transfer \$10,000.00 from the Investment account to the Operating account, all voting in favor.

BILLS: Motion made by Annette Parrott, seconded by Ann Keys to authorize the Treasurer to pay operational bills when they are received in advance of Board audit, all voting in favor.

DIRECTOR'S REPORT: Karen Gordon received an email from SALS regarding libraries needing to be open hours that meet minimum requirements. The Library is open 25 hours per week. Karen Gordon also received an email regarding continued turnover of library directors. Karen Paddock asked if a floating Library director could be used to manage 2 or 3 small libraries with a salary worth doing the job and the salary cost shared amongst the libraries. Patti Abbott will ask Sara Dallas about this. Karen Gordon will submit the Annual report by the deadline of March 1, 2022.

Motion made by Stephanie LaChapelle, seconded by Karen Paddock to accept Karen Gordon's resignation effective March 31, 2022, all voting in favor.

Motion made by Karen Paddock, seconded by Annette Parrott to authorize Patti Abbott to sign the JA Agreement, all voting in favor.

Motion made by Annette Parrott, seconded by Ann Keys to change the bylaw that states the Board must consist of nine members to only having five to seven members, all voting in favor.

Karen Paddock will check with John Hoagland regarding the Director's Liability insurance and the bonding of the Treasurer.

Patti Abbott is going to ask Sara Dallas of SALS for input on the want ad and salary for the Director's position and if the Long Range Plan can be postponed until a Director is hired. The want ad will be placed on the Library's Facebook page. Patti stated that the patron numbers are down since COVID and the Library needs to expand what is offered to the patrons beyond books and internet.

Patti Abbott applied for a Suds & Stories grant through the Elks and received \$2,000.00. The grant would provide free laundry and hand out books to children. The Library would set up at the laundromat with refreshments, sign patrons up for library cards and promote the library. It needs to be completed by March 31, 2022.

Ann Keys and Mary Terry nominated Karen Paddock to a five year term on the Library board. Motion made by Stephanie LaChapelle, seconded by Ann Keys to appoint Karen Paddock to a five year term on the Library board, all voting in favor.

Karen Gordon stated that the 2022 meeting schedule has been posted on the Library's website and that the hours that the Library is open on Thursday will have to be changed due to her resigning.

Kathi Ripley stated that people are leaving trash books in the drop box on the weekends. Patti Abbott will post on the Library's Facebook page that no dumping is allowed and that the Police will be notified if it does happen. Patti Abbott will contact Saratoga Surveillance to install the cameras at the back of the building.

Motion made by Stephanie LaChapelle, seconded by Annette Parrott to adjourn the meeting at 7:53PM, all voting in favor.

The next meeting will be held on March 8, 2022 at 6:30PM.