

DRAFT

GRAFTON COMMUNITY LIBRARY
Board of Trustees Meeting
November 14, 2017

Trustees in attendance: Leanna Sweet, Estella Hovnanian, Kathryn Lentivech, John Darling, Josef Allain, Jillian Price, Patrica Pafundi, Susan Brown, and Frank Higgins, a community member who has an interest and a willingness to support the library as a trustee.

Call to Order: 7:30, following UHLS provided Core Trustee Training

- I. Approval of the minutes from the October 10, 2017 meeting. MOTION: Estella moved, Joe seconded, to accept the minutes as written. All in favor; motion carried.
- II. Director's report—none as we do not have a director yet.
- III. Treasurer's Report/Finance Committee
 - A. Finance Committee: Will meet soon after which time we will have a budget for 2018.
 - B. Brittonkill School District: We have received a check from the Brittonkill School District for \$1,500. Do we wish to join the Brunswick Community Library in requesting an increase from the Brittonkill School District? MOTION: John made a motion, Patti seconded, that we move forward and attend an informational meeting with the Brunswick Library and representatives of the Brittonkill School District on December 13. All in favor; motion carried.
 - C. Book sale: A book sale coincided with the Fire Prevention Program on 11/4—\$30 in proceeds. The book sales will continue whenever the library is open and people want to "shop".
- IV. Committee Reports
 - A. Buildings and Grounds:
 1. Main Care has completed their annual service.
 2. Many thanks are due to Keith Sweet who has stepped up to mow, remove fallen limbs, and take the air conditioner out of the window. The air conditioner has rotted out and will need to be replaced for next year.
 3. Fire extinguishers have been serviced—thank you to John.
 - B. Run for the Roses: Nothing to report as of this time.
- V. Old Business
 - A. 2017 Arts Grant Update: All programs have been completed. The written report still needs to be completed. Work is in progress for the 2018 Arts Grant.
 - B. 2016-17 Construction Grant: The stairs have been completed. Outside lighting has been completed. Now that cold weather has arrived Bill Gundrum will hopefully be ready to begin the basement work.
 - C. Cemetery easement: the Easement has been completed and the deed has been filed at

- the courthouse. Original paperwork will be stored in the town's safe.
- D. Community Foundation Grant (Picotte—6/19/17): We did not receive approval to submit this grant.
 - E. Troy Savings Bank Foundation: We had applied for a grant in the amount of \$17,000 and were awarded a grant in the amount of \$5,000.
 - F. Estella reports that we are awaiting notification from the Robison Foundation at the end of November. The decision on the Walmart Grant is also still outstanding. We have asked for the maximum amount available—\$2,500.
 - G. 2018 Art's Grant: We will be submitting a request.
 - H. 2018 Construction Grant: 14 libraries have applied for the grant; only 3 are moving forward to the next step and we are one of them. We will qualify for 75% funding.
 - I. Annual Fund Drive: we have received around \$520 so far.
 - J. MOU with Brunswick Community Library: MOTION: Estella moved, Patti seconded, that we accept the Memorandum of Understanding with the Brunswick Community Library as written. All in favor; motion passed. December 2, 10:00-1:00--a meet and greet will be held at the library to introduce Natalie Hurteau to the Grafton community as our new library director.
 - K. Town Budget Letter: We had requested a small increase in funding from the town—an overall request of \$29,000. Our request was turned down. Our funding will remain at \$ 27,500 for the 2018 year.
- VI. New Business
- A. MOTION: Estella moved, John seconded, to accept the resignation of Jim Prazak from the Board of Trustees, effective November 15, 2017. All in favor; motion carried.
 - B. Election of Trustee—Frank Higgins has been proposed for a 3 year term. MOTION: Estella moved, John seconded, that we elect Frank Higgins to the board for a 3 year term. All in favor; motion carried.
- VII. Open Discussion
- VIII. Adjournment
- MOTION: Kathy moved, Patti seconded, to adjourn at approximately 8:30.

Respectfully submitted,

Susan Hasbrouck Brown
December 8, 2017