

GRAFTON COMMUNITY LIBRARY  
Board of Trustees Meeting  
June 12, 2018

Trustees in attendance: Leanna Sweet, Estella Hovnanian, John Darling, Frank Higgins, Patrica Pafundi, Jillian Price, Josef Allain, Susan Brown, and Director, Natalie Hurteau

7:00–Call to Order

I. Approval of minutes of May 2018:

MOTION: J Allain moved, J Darling seconded, to approve the minutes of June 12, 2018. All in favor; motion carried.

II. Director's Report:

Circulation numbers are down slightly.

Weeding is occurring.

The YA book club, led by Angela, is the most popular program the library has. Kudos to Angela!

Sarah has a successful teen art club/teen club program going on.

Sarah's senior coloring tea has met just once. The adult art journaling has a few more attendees. Hopefully, the attendance for each will increase.

Summer Reading Program: The program, for children and adults, begins on 6/21. Kickoff parties are at Brunswick; ending parties will be held at Grafton.

Museum passes have been purchased.

Staff safety is an item that we will need to address. We should not have just one person on duty. A security system is under consideration, as is asking volunteers to be on premise until closing.

A reduction in late fines needs to be considered.

For complete details, refer to Natalie's Director's Report.

III. Treasurer's Report:

Frank has provided a Profit & Loss Budget Overview for 1/1/18--6/12/18 and the checking account register for 5/6--6/6/18.

#### IV. Committee Reports:

##### Buildings & Grounds:

The light mentioned last month has been repaired.

The scheduled work day was cancelled due to an inclement weather report. Leanna and Keith took care of the raking in the back, cleaning the parking lot, and Keith has been mowing the grass.

The sign has been repaired. However, this does not appear to be a good fix. The crack is still there. Discussions with Sign Studio are ongoing.

Estella has scheduled routine maintenance with Adirondack Basements for the dehumidifier and will schedule routine service calls with H2O Solutions for the water purification system and with Main Care for the furnace.

Thank you to Patty for doing the hanging plants.

##### Run For the Roses:

The brochure is at the printer's. The contract has been signed with the timer. A deposit check has been issued to him. A mailing party for brochures will be scheduled. The race is scheduled for 8/12/18.

#### V. Old Business

2016-17 Construction Grant: This grant has been closed out; we are awaiting the final check.

2018 Arts Grant: The grant has been awarded and Leanna is setting up the dates.

2018 Construction Grant: The money has not yet been released. We have been approved, but not yet officially awarded the \$49,574.

Ethel Simmons Scholarship: There have been no applications.

Internet and upgrade of computers: Joe Allain will attempt to reconfigure our computers so that they are a wireless system. MOTION: E Hovnanian moved, P Pafundi seconded, that we authorize Joe Allain to spend approximately \$40 on wireless adaptors.

Summer Youth Program: Volunteers are needed for the 16<sup>th</sup>, 23<sup>rd</sup>, and 30<sup>th</sup>.

UHLS Annual Dinner: June 19. Estella will be attending, along with Ingrid Gundrum, Natalie, and Sarah.

#### VI. New Business

Staff Development Day: Natalie has set up a staff development day for Brunswick and Grafton on June 28 from 9:00–1:00. This would involve an additional 4 hours for each Angela and Amy. MOTION: P Pafundi moved, E Hovnanian seconded, that we

approve a total of 8 hours for Amy and Angela in order to attend staff development at the Brunswick Library. All in favor; motion carried.

Book Sales: We need to consider what we're going to be doing with old and extra books.

Summer Festival—7/14/18: A coordinator is needed for this event. We will offer glitter tattoos and free books.

Chapter 259: We are looking for more funding from the Brittonkill Library. Patti, Leanna, and Estella will work on this effort.

2019-20 Construction Grant: Consideration is being given to revamping the upstairs portion of the library.

VII. Open Discussion

VIII. Adjournment—9:00. E Hovnanian moved, J Darling seconded, that we adjourn. All in favor; motion carried.

Respectfully submitted.

Susan Hasbrouck Brown  
July 6, 2018