

Draft

**Record of the Frost Free Library
Board of Trustees Meeting
Frost Free Library, Marlborough, NH
October 19, 2023**

Call to order: At 5:30, Vice Chairman, Julie Farhm called the meeting of the trustees to order. *In attendance:* Julie Farhm, Gilda Goodrich, Gina Paight, Charley Wright voting for Ed Moura, Henry Barker, Director. Public attending: Miriah Greenwood, President of the Friends.

Secretary's Minutes: Motion to accept the minutes for September 21, 2023 was made by Julie Farhm and seconded by Gilda Goodrich. The vote to accept was unanimous.

Friends of the Frost Free Library: Miriah Greenwood reported on the following:

- The October 18th meeting with neighboring libraries' Friends' Boards was successful and they intend to meet again at a future date.
- Saturday, October 21 from 10-2 the Friends are holding a bake sale and quilt raffle at the Homestead Thrift Shop.
- November 11th the Friends will serve refreshments at the library after the ceremony at Veterans Memorial Park.

Treasurer's Report: Trustees reviewed the report.

Balance as of October 19, 2023: Checking Account (8745)- \$17,489.10
Special Gift Fund (6669) - \$ 14,631.41

Gina moved that the trustees accept the gifts given in memory of Heidi Farwell of \$325.00. Julie Farhm seconded the motion. The vote to accept was unanimous.

Directors Report: Henry Barker, director:

- Attended additional training sessions.
- Looked into Kanopy, a digital streaming service.
- Announced that Jim Cudd has volunteered to be the Friends' treasurer.
- Learned more about Biblionix Apollo, an ILS used by Jaffrey. It is slightly more expensive than what we currently use, Atrium.
- Announced that the survey will continue.
- Created a marketing plan and reviewed the plan with the trustees.
- Noticed that there may be a need for more regular storytimes, worked with a volunteer and the school librarian on a new technology program with the school, and is considering a possible program on AI.
- Worked with the Friends to clean the closet and move some items upstairs.
- Reviewed the statistics and reported on them.
- Reported that invoices have been sent to Rufe.
- Has been in contact with the Moose Plate Grant organization. The money (\$7000) needs to be used in 6 to 9 months. Trustees made recommendations, including front step railings, front door repair, and lighting. Henry will contact the managers of the grant about these suggestions.

Julie moved to accept the director's report. Gilda Goodrich seconded the motion. The vote to accept was unanimous.

Building Advisory Committee: Gina Paight reported:

- That the committee will be meeting within the month.
- They are continuing with Value Engineering with Steve Horton, looking for cost savings.
- Grant is continuing. A grant writer has been hired, using grant money.
- A letter is being sent to donors and Jane Pitt has sent an update to the Bulletin.

Old Business:

- Holiday closures: Henry reported that the intention will be to come up with a yearly holiday closing schedule.

Julie Farhm moved that the trustees accept the proposed holiday closing schedule. Gilda Goodrich seconded the motion. The vote to accept was unanimous.

- NHLTA - Julie and Ed will continue with membership to NHLTA
- By-Law update- Henry will look into by-laws.

New Business:

- Logo: Henry will contact Maidli Hill about the trustees' choice for a logo and suggestions for the font style.

Gina Paight moved to adjourn the meeting at 6:35.

Next regular meeting: November 16, 2023, 5:30 at the library.

Respectfully submitted,
Gilda Goodrich