**Library Board of Trustees**

**Griswold Memorial Library**

**Meeting Minutes**

**March 21, 2022 6pm by Zoom**

1. **Opening**
2. Meeting called to order at 6:04 pm

Roll call Trustees: Nancy, Betty, Cheli, Betsy, Jill

Library staff: Chelsea

Trustee candidate: Marty Lydgate-Driggs

Regrets: Mike

1. Land acknowledgement
2. Team agreements
3. **Approval of meeting agenda**

FY 23 budget proposal added

Betty moved we approve the agenda as amended, Betsy seconded.

1. **Approval of previous meeting minutes**

An amendment was proposed (3/2). Betty proposed that the amended minutes for February 23, 2022 be accepted. Betsy seconded. February minutes accepted.

1. **Reports**

**a. Director’s Report**

In addition to her submitted written report Chelsea has spoken with Gary Ponce (the new head of the town Board of Health) about establishing **regular public health nursing** **hours** for drop-in consults at the library. Also a possibility is conducting NARCON trainings here.

Daniel O’Quinn is working to establish a **community fridge**, as reported on the Colrain “I’m from there” Facebook page. Chelsea is excited about the library partnering with these social initiatives.

Regarding **Earth Day activities**, Jonathan LaGreze designed plans for a stage, but the tech school is unable to make it. Erin Foster, a local carpenter is looking at his schedule to see if he might be able to do it. Kathy Steinam’s dance group will also be performing on the 23rd. Chelsea will also talk with Sean, and Kevin has been informed. Nancy is making posters and people will be asked to park at the Highway Department or the school, leaving the library spaces for people with needs for on site parking. Parking on the street in front of the library will not be allowed. Nancy was asked to find out how this new no parking can be indicated; suggestions included signage and painting the curb yellow.

For **Apess Day**, Drew Lopenzina and Kate are involved in the planning.

Right now the Select Board is reviewing town mask advisory protocols. For now masks in the library are still required. Candidates night will be held in April with masking to be worked out.

**Motion was made that the library continue to follow the Select Board’s new mask advisory and covid precautions.** Motion made by Betsy, seconded by Betty and unanimously approved.

More on **Candidates’ Night:** It will be held in the library on April 27. Chelsea will try to arrange for live streaming because of our small space.

Talking about accountability, Chelsea reported using the strategic plan in a grant application which had a short submission date. The strategic plan is useful for feedback on achieving library goals. Evaluation was discussed in the morning governance committee meeting and will be shared with all trustees.

At the direction of Kevin Fox, the salary lines have been raised slightly. (See figures in Director’s report). This change requires Trustee approval. Betsy motioned that the adjusted figure be approved. Jill seconded. Approved unanimously.

**b. Treasurer’s Report**

Was reviewed. Acceptance motion made by Jill and seconded by Betsy.

**c. Governance committee report.** Tabled.

**d. Fundraising report**

In addition to the concert our Saturday **Earth Day events** will include an information table. The name of the committee was discussed at their last meeting since the current goal of the committee is increasing town awareness and excitement about the library. For now the committee name remains the same. Nancy reported that **Fix It Day** will be held on Saturday September 10th. Topics mentioned included whether knife sharpening would be included, food truck presence, and using the event for fundraising. The committee will follow up.

1. **Meeting Retrospective**

Committees are working well, with much of the planning work done in committee. We are making effective use of Zoom.

**VI.** **Adjournment**

Betsy moved we adjourn, Nancy seconded. The meeting adjourned at 7:21.

Next meeting scheduled for April 25, at 6:00 pm, via Zoom. (Date changed because of 18th holiday).

Respectively submitted by Jill Horton-Lyons