**Griswold Memorial Library Board of Trustees**

**Meeting Minutes**

**October 16, 2023 at 6:00 pm by Zoom**

1. **Opening**
   1. Meeting called to order at 6:08 pm.

Roll call: Nancy, Betty, Cheli, Betsy, Chelsea; Regrets: Cynthia, Marty

* 1. Land acknowledgement
  2. Team agreements

1. **Approval of Meeting Agenda**

Betty moved we approve the agenda as written. Betsy seconded. Agenda approved.

1. **Approval of Meeting Minutes**

Tabled until next month.

1. **Reports**
   1. Director’s Report

Updates to written report: Aaron finished the back door and it looks fantastic; will get a quote from him for the front door; he recommended installing an awning to protect the back door from the elements; LSTA grant reporting is done for the People’s History of Colrain podcast; FCSO jail outreach has ended; a staff meeting is scheduled; the alarm bill is all set; the Spooky Stories event at Pine Hill will be held on Oct 28; Read to Lamby will be back on Nov 4 for all ages and by appointment; the busy program season is winding down; and the LCC grant is submitted.

Betty moved we accept the Director’s Report as written and added to. Betsy seconded. Director’s Report accepted.

* 1. Treasurer’s Report

All is balanced except for a glitch in a few hours difference on the payroll.

Betty is in the process of fixing it.

Betsy moved we accept the Treasurer’s Report. Cheli seconded. Treasurer’s Report accepted.

1. **Ongoing Business**
   1. Building and grounds

Cornerstone Committee has formed and the nominees have accepted.

Betty volunteered to represent the Library Trustees on the Committee. The first step will be hiring an engineer to conduct a feasibility study.

Vote: Cornerstone Committee to hire an engineer to conduct a feasibility study per ARTICLE #25 of the FY24 Town Warrant “to determine the costs and technical requirements of addressing drainage, flooding, security, accessibility, parking, safety, privacy concerns, and the construction of a covered gathering space at Griswold Memorial Library or take another action relative thereto.” Nominees include Ben Eastman from the Colrain Select Board, Ellen Weeks, Paula Harrison, and Doug Macleay, plus one member of the Library Trustees.

Betsy moved we vote to convene the Cornerstone Committee with the above listed people and Betty Johnson as Library Trustee representative. Cheli seconded. Movement approved.

* 1. Plaster busts

The busts are due to move to Town Office, with an acknowledgment form

stating the busts are on loan; the Griswold Memorial is not transferring ownership and retains decision-making about the statues, to be revisited every five years. Chelsea will draft an acknowledgement letter.

1. **New Business**
   1. First amendment audits

Discussed intellectual freedom, surprise first amendment audits, and

suggested changes to the Code of Conduct. Betty moved we make a motion to strike the last two bullet points concerning behavior on the Code of Conduct. Betsy seconded. Cheli will send an updated copy with the changes.

<Betty left the meeting at 7:15pm>

1. **Retrospective**
2. **Adjournment**

Cheli made a motion to adjourn the meeting. Betsy seconded. Meeting adjourned at 7:25 pm

Next meeting scheduled for Monday, November 12, at 6:00 pm via Zoom.

*Respectfully submitted by Cheli Mennella*