Greenfield Public Library Board Secretary’s Report

November 15, 2021

Attendees: Amy Turpin, Martha Rawe, Teri Cook, Heather Benedict, Amber Range

**1. Call to Order** at 7:10 pm by Amy

**2. Public Comment** none

**3. Secretary’s Report** read. Motion to approve made by Martha and seconded by Teri

**4. Treasurer’s Report** read. Motion to approve made by Teri and seconded by Heather

 Martha prepared a tentative budget for FY 2022-2023

**5. Librarian’s Report-** not available due to illness

**6. Old Business**

\*The library T-shirts have been ordered.

\*The community basket list was updated and ideas for other Christmas raffle baskets were discussed.

\*Memorial plaques have been ordered. Martha is teaching Heather how to do this.

\*Tasks completed after per capita review include the addition of an active shooter plan written by assistant chief of police Nate Alderfer (will be approved at the January meeting), library keys given to police and fire departments, back and front door lights and entry lights left on for more security, and furnace filter replaced. Martha is researching the fire extinguisher situation since the company we used has changed hands. Plans include developing a Youth Advisory Group to get more youth into the library.

\*Martha and Amy will complete form for submission.

\*Text update from librarian indicates she hasn’t been released to work yet.

\*The Frech Trust has been submitted requesting $1000 for a pop up tent and folding tables and chairs.

\*Mayor Bishop discussed library expansion ideas with Amy. She indicated we had no particular expectations in mind.

\*Shed appears to have been leaking near the door for quite some time. Martha will talk with Phil Meyer about the possible purchase of a new door to address the problem.

**8. New Business**

\* Due to scheduling and other events we won’t participate in Christmas in Greenfield.

\*12/11 Santa will be at the library and pass out bags of candy. We’ll have make and take crafts.

 Amy will talk to John Thien. Tentative time is 10:00

\*12/18 at 10:00 Reception for 31st anniversary of the new library. 30th anniversary reception cancelled due to Covid. Will order cookies from Subway. Teri has punch bowl. Purchase napkins, cups, tablecloth, and punch ingredients. Raffle drawing at noon. Amy will start posting all events on FB and will make fliers. She’ll plan to do an article for the paper with Carmen Ensinger closer to the date.

\*Ideas for 2022. Painting session, social hour, adult book club. Please brainstorm

**\*No December meeting**

**8. Executive Session** not needed

**9. Adjournment:** Motion to adjourn at 8:30 made by Teri and seconded by Amber