

**Groton Public Library Board of Trustees**  
February 9, 2016 Meeting Minutes

**Present:** Mary Roberts, Linda Bonavia, Sara Knobel, Jennifer Morey, Sheri Shurtleff, John Watkins

**Excused:** Frank Satterly

**Guest:** Shana Snyder

President Linda Bonavia opened the meeting at 7:03 pm with the Pledge of Allegiance.

**Agenda:** Linda moved to move the Period for Public Expression as the 1<sup>st</sup> item on the agenda. Sheri seconded the motion, and it carried.

**Period of Public Expression:** Shana Snyder, a resident of Groton for 8 years, addressed the Board on what the Groton Public Library means to her and her husband and 2 children. In addition to the typical offerings of a library, it's the atypical events that make GPL so special. She spoke directly to the Library's various science, community, holiday and liberal arts programming, and ended on a thank you to the Board, Sara and all the staff.

**Approval of Minutes of January 12, 2016 Meeting:** There were 2 corrections; first was the change of the date of the minutes to be approved in January to December 10 instead of November 10, and the second was the change of last month's next monthly meeting date to February 9 instead of February 8. Mary moved to accept the minutes with the above changes, Sheri seconded the motion, and it carried.

**Special Action:** None.

**Executive Session:** At 7:16 Sheri moved to convene into executive session to discuss a Workers Comp Insurance update and compensation proposals. Mary seconded the motion, which passed. At 8:07 the Board returned on a motion by John, seconded by Jennifer.

- Due to ongoing need for treatments, the Board voted, on a motion by Sheri, seconded by Linda, to reverse the Board's previous decision and proceed with filing of a Workers Comp Insurance claim.
- As an informational note, the Board discussed salaries in relation to our 2016-2017 budget restriction of a tax cap of .63% of the 2015-2016 total budget.

**Finance Report and Action on Warrants:**

- Approve Warrant: Sheri reviewed and recommended that the Board approve the warrant of \$3,262.61. Sheri moved to submit the warrant as presented for payment, John seconded, and the motion was carried.
- YTD: Sheri noted that the numbers are in good shape.
- The 990 is not yet complete. A minor issue will be resolved, and the 990 will be submitted.

**Building and Grounds:**

- Architect Update: Ernie Boyles is unable to do a feasibility study for GPL. Sara has a list of 4 architect names to contact for a feasibility study.
- For informational purposes, Sara reviewed the requirements for NYS Construction Aid. The aid doesn't cover the cost of architects, and GPL will qualify for up to 75% of the cost. There was a brief discussion of making it a multiphase project. Sara explained the first steps GPL needs to take: first is the feasibility study which will determine what we can do, and then GPL will ask for community input on project options.
- Online Library Design Workshop: Sara invited the Board to attend. The next workshop is Wednesday, February 17, at 1pm.
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**Library Executive's Report:** Please see attached.

**Committee Reports:** In January the Board worked on budget issues. This month, on Feb 18, the Board will discuss and finalize Sara's evaluation.

**Unfinished Business:**

- Friends of the Library will fund Tween Nights, Dan the Snakeman, and Lime Hollow's Peter Harranty.
- Jen Morey will be the Board's liaison with the Friends of the Library.
- The Friends would like to be included in the Library Expansion committee.
- The Library's 100<sup>th</sup> Anniversary Celebration will take place in 2017.

**New Business:** The NYS Annual Report is due this month. John moved that the Board approve the annual report, Linda seconded the motion, and it carried.

**Adjournment:** John moved to adjourn at 8:59, Sheri seconded, and the meeting adjourned.

Next monthly meeting: March 8, 2016.

Respectfully submitted,  
Mary Roberts, Secretary