

Groton Public Library Board of Trustees
March 8, 2016 Meeting Minutes

Present: Mary Roberts, Linda Bonavia, Sara Knobel, Jennifer Morey, John Watkins
Excused: Frank Satterly, Sheri Shurtleff

President Linda Bonavia opened the meeting at 7:04 pm with the Pledge of Allegiance.

Agenda: Agenda was accepted as presented.

Approval of Minutes of February 9, 2016 Meeting: There were no corrections, and the minutes were accepted as presented.

Special Action: None.

Executive Session: At 7:06 John moved to convene into executive session to discuss a Workers Comp Insurance update and the library manager's review. Mary seconded the motion, which passed. At 7:41 the Board returned on a motion by Linda, seconded by John. No action was taken.

Finance Report and Action on Warrants:

- Approve Warrant: Linda reviewed the adjusted total that resulted when a check was voided on 3/3/16 of 35.19 to Convenient Care and recommended that the Board approve the warrant of \$11,378.90. John moved to submit the warrant as adjusted for payment, Mary seconded, and the motion was carried.
- John resolved a minor issue, and the 990 was amended and submitted on 3/2/16.

Building and Grounds:

- Architect Update: Sara has made appointments with 2 architects for a library walk through for a potential feasibility study. The first is Sunday, March 13 at 2:00 pm with Crawford and Stearn from Binghamton. The second is Tuesday, March 15 at 11:00 am with Steve Gibian, an architect in Tompkins County.
- Online Library Design Workshop: Please see attached entitled Library Design Workshop, which summarizes the ideas Sara, Drew and Bridget gleaned from the Workshop. As well, see their attached summary entitled Future Vision Plan.

Library Executive's Report: Please see attached. Sara noted, in particular, the upcoming Programming, as well as the various Donations/Grants, which are in the works.

Committee Reports: The Board decided to postpone the next Policy Review until May.

Unfinished Business: Jen reported on her first meeting with the Friends as the Board liaison. There are many fundraising plans in the works.

New Business: None.

Period for Public Expression: None.

Adjournment: Linda moved to adjourn at 8:57, John seconded, and the meeting adjourned.

Next monthly meeting: April 12, 2016.

Respectfully submitted,
Mary Roberts, Secretary

Action Items:

- Invite Chris Griffin to meeting on March 13 with Crawford and Stearn Architects- as soon as possible- Jennifer Morey
- Set date for meeting regarding visits to local libraries which have expanded. Invite participants from Board and staff to formulate questions and schedule library visits- before next Board meeting-Sara
- Review copier contract and evaluate possible copier replacement-May 2016-John
- Email suggestions for questions about feasibility study to ask architects - March 13- Board members