

Groton Public Library Board of Trustees
May 10, 2016

Members Present: Linda Bonavia, Frank Satterly, John Watkins, Sheri Shurtleff

Members Excused: Jennifer Morey, Mary Roberts

Others Present: Mary Walker

President Linda Bonavia called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

Approval of Agenda: The agenda was accepted as presented.

Approval of April 12, 2016 Minutes: Sheri Shurtleff made a motion to amend the minutes for a typographical error and for clarity regarding the out-of-title rate language; Frank Satterly seconded and the motion was carried. Frank moved to approve the minutes as amended and John Watkins seconded; the motion was carried.

Finance Report and Approval of Warrant: Sheri Shurtleff made a motion, seconded by Linda Bonavia, to approve the warrant in the amount of \$4,680.21. Motion carried.

The year-to-date revenue and expense reports were reviewed and the cash receipts report was discussed. Sara noted that we received a mini-grant of \$500.00 from Cornell Cooperative Extension for the Summer Reading Program kick-off.

Buildings and Grounds: Sara reported that the Library was awarded \$100 to be used through the Groton Beautification Committee for our gardens.

Library Executive's Report: Sara reported that she is continuing to work on a reduced schedule of 30 hours per work under her doctor's orders. She reviewed an extensive written report which included programming updates and an impressive amount of networking and community outreach opportunities. She described the new program she is developing with Groton Elementary teachers to provide an after school reading program for 3rd graders with a mini grant of \$2,924 received from Finger Lakes Library System.

Committee Reports: John Watkins reported on his discussion with Rex from FLLS regarding our E-rate application, the pending upgrade to our routers to improve firewall and filtering technology for our computer system, and the need to update our computer usage policy to include the language required by the Children Internet Protection Act. John reported that the E-rate application is expected to be approved this summer and will provide a reimbursement rate of approximately 65% for the cost of our new routers, but it is necessary that we adopt the new policy prior to that. Before we adopt the new policy, we must give public notice and hold a public hearing.

Policy Committee Meeting: Sheri Shurtleff made a motion, seconded by Linda Bonavia, to hold a policy committee meeting on Tuesday, May 24, 2016, at 2:00 p.m. (in the Town Hall

meeting room) to discuss revising our Computer Usage Policy to meet the requirements of the Child Internet Protection Act (CIPA). Motion Carried.

Public Hearing: Sheri Shurtleff made a motion, seconded by Linda Bonavia, to hold a Public Hearing at 6:30 on Tuesday, June 14, 2016, prior to the vote to adopt of the CIPA policy as part of our Computer Usage Policy at our regular meeting on the same date. Motion carried. Sara will ask the School District Clerk to publish a legal notice of the Public Hearing.

Circulation Update – One Card Proposal: Linda Bonavia moved to table discussion and possible action on changes to the Circulation Policy until the June meeting. Sheri Shurtleff seconded the motion; motion carried.

Friends of the Library Report: Sara read a report from Jen Morey on recent FOL activities.

Building Inspection (Building Conditions Survey): Sara has been researching companies that could conduct an inspection of the library building as we continue to consider a possible expansion project.

There being no further business to come before the board, **the meeting was adjourned at 8:37 p.m.** on a motion duly made and seconded.

The next regular meeting will be held on Tuesday, June 14, 2016 at 7:00 p.m.

A public hearing to discuss the adoption of the Child Internet Protection Act policy requirements will be held on Tuesday, June 14, 2016 at 6:30 p.m.

Respectfully submitted,
Sheri Shurtleff, Secretary pro tem