

Groton Public Library Board of Trustees Meeting Minutes
October 11, 2016

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

Excused: Mary Walker

Call to Order: President Linda Bonavia called the meeting to order at 7:02 p.m. The Board recited the Pledge of Allegiance.

Agenda: The agenda was accepted as presented,

Approval of September 13, 2016 Minutes: A motion was made by Sheri, seconded by Pam to approve the minutes. The motion was carried.

Special Action: A resignation letter was submitted from current member, Mary Walker. Discussion on whether to fill that position or to function as a six member Board followed. Decision was made to continue as a six member Board at this time, subject to change if necessary. Motion was made by Frank and seconded by Linda to accept Mary's resignation with regret. The motion was carried unanimously.

Executive Session: A motion was made by Linda and seconded by Sheri to enter executive Session at 7:11 p.m. to discuss pay scale of the staff. Motion was carried and the Board proceeded to executive session.

Reconvene to Regular Session: A motion was made by Linda and seconded by Pam to return from executive session at 8:12 p.m. This motion was carried, Upon recommendation from Sara, a motion was made by Sheri and seconded by Pam to increase the hourly rate of the Library Assistant position from \$14.46 to \$18.00 per hour beginning Nov. 1, 2016. This position is a 35 hour per week job. Instead of two open Senior Clerk positions, one position will exist at 35 hours per week, paying \$13.00 per hour., beginning Nov, 1, 2016. One clerk position will pay \$10.25 per hour for 9 hours a week effective Nov. 1, 2016.

Finance Report : Sheri reviewed the warrants and moved to pay the first warrant in the amount of \$3600. and the second warrant of \$5626,32. This motion was seconded and carried unanimously.

Committee Reports:

The Expansion Committee meeting will be held Wednesday, October 12, 2016 at the Library. This meeting is open to the public.

Unfinished Business: Jennifer gave the Friends of the Library report. A workday was held on October 4 to clean up the outside garden area. A second similar day will follow on October 18 at 1 p.m. All interested in helping are welcome. The FOGPL would like to take the Library Charter to a restorer to be cleaned and framed. The Board gratefully agreed to this offer.

The Human Service Coalition is sponsoring a workshop October 26, 2016 entitled: "Board Basics: Legal and Financial". Board members are invited to attend.

Finger Lakes Library System will hold its annual meeting on Friday, October 14. Three Board members will attend with Sara and Drew,

New Business: The Library must be in compliance with the Fair Labor Standards Act by December 1, 2016. Sara attended a workshop on this topic.

A motion was made by Pam and seconded by Linda to allow a "Girl Scout Night Out" event to take place at the Library. This will take place in the near future.

Change of Meeting Date: Due to a conflict with Election Day on November 8, the next Board meeting will take place on Tuesday, November 15, 2016 at 7 p.m.

A motion to adjourn was made by John and seconded by Pam at 9:02 p.m.

Respectfully submitted,
Jennifer Morey
Secretary