

Groton Public Library Board of Trustees
Meeting Minutes of April 10, 2018
1:00 p.m. Village office meeting room

Present: Sara Knobel, Thomi McIntyre, Jennifer Morey, Sheri Shurtleff, Pam Vitale
Guests: Linda Nobles, Carl Haynes

Call to Order: Meeting was called to order at 1:05 p.m. by President Sheri Shurtleff, followed by the reciting of the Pledge of Allegiance.

Introduction of Guest: Carl Haynes was introduced to the BOT by Sheri as a representative of the Expansion Committee. Mr. Haynes gave a brief overview of those companies who had submitted complete, comprehensive and by the deadline Request for Proposal (RFP) submissions for Architectural and Engineering Services for the Library Expansion Project. His recommendation after reviewing the submitted proposals and conferring with an experienced consultant in construction matters, was to offer the project to Holmes-King-Kallquist and Associates, Architects from Syracuse NY. After much discussion by the BOT, this proposal was approved on a motion by Pam and seconded by Thomi. Motion carried unanimously.

There will be a public meeting on April 20, 2018, 2:00 p.m. at the Groton Town Hall where the BOT will go into Executive session, to discuss the proposal and possibly sign the necessary forms to proceed with the expansion project.

Adoption of Agenda: Sheri adjusted the agenda to inject, under New Business, the ability for Linda Nobles, Kelly Smith and Monica Dykeman (BOT candidates) upon the Groton Public Library Annual Meeting on April 24, 2018 approval vote, to have the right to vote on Boards decisions before July 1, 2018. This date is when their vote would typically be effective

The Agenda was then approved on a motion given by Pam and seconded by Sheri. Motion carried.

Approval of March Minutes: The minutes of March 13, 2018 were approved on a motion made by Pam, seconded by Sheri and carried unanimously.

Personnel Action Report: Nothing to report at this time.

Financial Officer's Report: Warrant Report 0112-8LFAP10-1, to the amount of \$6,315.88, was approved on a motion made by Sheri, seconded by Jennifer and carried unanimously.

The total proposed 2018-2019 Library budget in the amount of \$523,671.00 was approved for Public vote at the April 24, 2018 Annual meeting on a motion made by Pam, seconded by Thomi, and carried unanimously.

Library Executive's Report: Sara gave the BOT a breakdown of the Library's activities for February and March 2018. The Library seems to be meeting many Community needs and programs are well attended. Sara has been able to do some outreaching/networking, like attending th Public Library Association Conference in Philadelphia in March.

Committee Reports:

FOGPL: Jennifer reported that the FOGPL would like approval to identify various historical sculptures and pictures around the inside of the Library with descriptive nameplates. FOGPL members have been consulting with various community members and organizations to see how to best proceed.

A motion was made by Pam, seconded by Thomi, to give approval for the FOGPL t o proceed with the two sculptures on the east and west wall above the fireplace. Motion was carried unanimously.

Expansion Report: Please see above in **Introduction of Guests.**

Campaign Committee Report: Nothing to report at this time.

Old Business: Slate of 2018-2019 officers for the BOT is still not complete.

New Business: A motion was made by Sheri, seconded by Pam to appoint Monica Dykeman, Linda Nobles, and Kelly Smith to the Board of Trustees to fill the current board vacancies for the remainder of the 2017-2018 year immediately after their election at the Annual Meeting on the 24th of April. This motion passed unanimously.

Period for Public Expression: No public in attendance

Adjournment: Meeting was adjourned at 2:54 p.m. on a motion made by Pam, seconded by Jennifer, and passed unanimously.

Architectural Meeting with Holmes-King-KallQuist April 20, 2018 at the Groton Town Hall

FOGPL Annual Meeting April 23, 2018

Annual Meeting at the Library April 24, 2018

Next BOT monthly meeting May 8, 2018 at the Village Hall

Respectfully Submitted,
Jennifer Morey
Secretary