

Groton Public Library Board of Trustees

Minutes of July 11, 2017

Present: Sara Knobel, Thomi McIntyre, Jennifer Morey, Sheri Shurtleff, Pam Vitale, John Watkins
Excused: Sandy Ferris

Call to Order: Meeting was called to order by Temporary Chairperson, Sara Knobel, at 2:19 pm. Pledge of Allegiance was recited.

Reorganization Meeting:

- Election of Officers: President: *John Watkins*
Vice President/Finance Officer: *Sheri Shurtleff*
Secretary: *Jennifer Morey*

A motion was made by Pam and seconded by Jennifer to approve the slate as given. Motion carried unanimously.

- Other Appointments: Treasurer: *GCSD Treasurer, Heather Ferris*
Buildings and Grounds: *Thomi McIntyre*
Friends of the Library Liaison: *Jennifer Morey*

A motion was made by Sheri and seconded by Pam to approve the slate as given> Motion carried unanimously.

- 2017-2018 Monthly Meeting Dates, Time and Place: *Second Tuesday of the Month
1:00 p.m. in the Village Office
Meeting Room*

A motion was made by Pam to approve this schedule, seconded by Thomi and carried unanimously.

- 2017-2018 Policy Review Committee Meetings: *Third Thursday of each month at
2:00 p.m.
Town Hall Meeting Room*

A motion was made by Sheri, seconded by John, to accept the schedule as given. The motion was carried unanimously.

- Resolution to Establish Petty Cash Fund of \$50.00: After discussion, no motion was made to act on this Resolution at this time. Things will remain as is.

The BOT commenced to their Regular Meeting under the leadership of new President John Watkins

Approval of Agenda: The agenda was approved as given on a motion made by Sheri and seconded by Pam. Motion carried unanimously.

Approval of minutes: The minutes of June 13, 2017 were approved after a few typo corrections. A motion was made by Pam and seconded by John to accept the minutes as submitted. Motion carried unanimously.

Finance report and Action on Warrants: Warrant 0003-18LF01-1 was approved for the amount of \$12,519.36 on a motion given by Sheri and seconded by Pam. Motion carried unanimously.

Sheri moved to retroactively increase the 2016-17 budget in line #500, Rosen Grant, to be \$13,188.00 to recognize the amount spent from the grant prior to June 30, 2016.

Sheri moved to carryover the unused portions of the grants received in April and June of 2016 totaling \$14,031.00 to the 2017-2018 budget per Sara's recommendation. The grants are: Rosen- \$11,200.00, Sustainable Tompkins-\$640.00, Howland-\$1,691.00 and Friends of the GPL-\$500.00. Thomi seconded this motion and it carried unanimously.

Library's Executive's Report: June was another very busy month for the Library. Summer programs are very popular and heavily attended. On June 29, 2017, Dan the Snakeman presented a program. The crowd was so huge that approximately 50 people had to be turned away.

Reports were supplied by both Kira and Drew reflecting the wide variety of skills and duties that they performed this month.

GPL was selected to receive a Bullet Aid Grant from Senator Seward in the amount of \$9,000.00. Sara asked permission to seek quotes for repairing and restoring various library building needs (ie: the Iron railings in the front of the building need painting as well as restoring the finish of the wooden Library doors, water valve shutoffs need to be addressed).

A motion was made by Sheri and seconded by Pam to give Sara permission to seek quotes. Motion carried unanimously.

Committee reports:

Friends of the GPL report that the sign in the front of the building has been partially restored. Joe Urda did a wonderful job making the sign much more visible. The poles still need to be refurbished. That will be happening soon. Thank you Friends!

100 year celebration is still set for September 14, 2017 (formal) and September 16, 2017 (informal). A flier will be sent out to specific individuals, but these celebrations will be open to the public. For the Thursday evening event, a RSVP sent to roseingrotonny@gmail.com would be appreciated.

Expansion committee: John has asked authorization from the BOT to obtain quotes from contractors to submit with the *NYS Construction Aid Application* which is due by September 1, 2017. A motion was made by Sheri and seconded by Thomi to authorize this request. Motion carried unanimously.

Up to this point, Lee Shurtleff has agreed to having the Library proceed with the plans for the expansion (ie: how it impacts his property)

Old business: Nothing to report at this time.

New business: An ice cream social has been scheduled for August 17, 2017 at 7:00. Pam will check with *The Caboose* about supplying ice cream sundaes again this year.

FOGPL will be holding their annual book sale August 25-26, 2017. The Groton Football team will be helping to set up for it.

September 21, 2017 will be the next date for the BOT to meet and begin discussing the *Evaluation Process policy*. This meeting will be held at the Groton Town Hall at 2:00 p.m.

Adjournment: This meeting was adjourned at 3:59 p.m. on a motion made by Jennifer and seconded by Pam. Motion carried unanimously.

Next meeting will be August 8, 2017 at the Village Hall

Respectfully submitted,
Jennifer Morey
Secretary