

Groton Public Library Board of Trustees

Meeting Minutes of November 14, 2017
1:00 pm Village Office Meeting Room

Prior to this scheduled monthly meeting, Sara Glogowski from the FLLS held a Trustee Training Meeting at 12:00 p.m. This meeting ran till 1:15 p.m.

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

Call to Order: Meeting was called to order at 1:26 p.m. by President John Watkins. Pledge of Allegiance was recited.

Adoption of Agenda: Agenda was adopted as presented.

Approval of October 10, 2017 Meeting minutes: Minutes were approved on a motion made by Sheri and seconded by Pam. Motion was carried unanimously.

Personal Action Report: Kira Hyde's last day of employment at the GPL will be November 21, 2017. Pat Berry will begin on November 28, 2017 as a probationary Library Assistant working 25 hours a week at a starting rate of \$14.00 per hour.

Finance Officer's Report: Warrant 0052-18LFAP05-1 was approved in the amount of \$5,648.82 by a motion made by Sheri and seconded by Pam. Motion was carried unanimously.

Library Executive's Report: Programming/Events have been very well attended this month. According to Sara, the Halloween celebration was "huge" this year with many children visiting the Library.

David Norte donated pumpkins for the LEAP and Teen Thing programs. GPL plans to hold a Holiday Party at the Benn Conger Inn on Saturday, December 9, 2017 at 6:15 p.m. Sara encouraged the BOT members and FOGPL, to stop in and celebrate with the GPL employees.

Jim Proper of Burris Plumbing came to the GPL to address certain plumbing concerns. He has not returned an estimate of the cost of the repairs, but the

BOT has given Sara permission to allow Mr. Proper to fix the smaller repairs when the estimate does arrive.

Committee Reports:

Friends of the Groton Public Library: Jennifer reported that the FOGPL has received a donation from the Rotary designated to the Building Fund.

There will be series of Christmas events at the Library in December. On the 14th, a tree lighting ceremony in the Village; the 15th, the Girl Scouts will be caroling and on the 16th, Mr. and Mrs. Claus will be visiting.

Library Expansion: John will be setting up a meeting with a gentleman that he knows who has experience on fund raising. John encouraged the Board, and other interested parties, to attend this meeting if possible.

Date and time will be posted when he finalizes the details.

Policy Review Committee Meeting Date: A meeting will be held on Thursday, November 16, 2017 at 1:00 p.m. at the Groton Town Hall Meeting Room. The purpose of this meeting will be to review and possibly revise the Patron Code of Conduct as well as the GPL By-Laws.

Old Business: The BOT is still in need of two Board members. Many contacts have been made with community members who are in the Groton Public School District. Interested parties will be encouraged to attend a BOT meeting and see if this is something that they would like to pursue.

New Business: The Schedule for the 2018 closing dates of the GPL was approved on a motion made by Sheri and seconded by Pam. Motion was carried unanimously.

Adjournment: This meeting was adjourned at 2:42 p.m. on a motion made by Jennifer and seconded by Pam.

Next meeting will be held December 12th, 2017 at 1:00 p.m. in the Groton Village Hall Conference Room

Respectfully submitted,
Jennifer Morey
Secretary