

Groton Public Library Board of Trustees
Meeting Minutes of May 8, 2018
1:00 p.m. Groton Village Meeting Room

Present: Sara Knobel, Thomi McIntyre, Jennifer Morey, Linda Nobles, Kelly Smith, Sheri Shurtleff, Pam Vitale

Excused: Monica Dykeman

Call to Order: Meeting was called to order at 1:02 p.m. by President Sheri Shurtleff followed by the reciting of the Pledge of Allegiance.

Adoption of Agenda: Agenda was adopted as presented.

Approval of April's minutes: Meeting minutes of April 10, 2017 were approved as submitted on a motion made by Pam, second by Thomi and passed unanimously.

Personnel Action Report: A Letter of Resignation was submitted to the BOT from Aspen Vendelin. Her last day of employment for the Library will be 5/15/18. Her hours will be covered by current Library employees, especially Logan Roberts, till the end of the Summer. Thomi made a motion to accept this proposal, a second given by Kelly and motion carried.

Finance Officer's Report: Sheri made a motion to accept Warrant: 0124-18LFAP11-1 in the amount of \$6,612.34, a second given by Thomi and motion carried. Sheri also reviewed with the BOT the current Fund Balance Report.

Library Executive's report: April has been a very busy month at the GPL with many patrons attending programs like Teen Thing, a Monthly Community Meal, LEAP, Tween Night and four Healthy Tuesdays. Over the course of three days, 83 children attended a student run Farmers Market taking home over 350 pounds of food. Tina Snyder from CCE prepared samples for demonstrations of what one could do with various foods.

Discussion was held regarding a complaint from a library patron concerned about the confusion and noise level during Library events. It was decided the Mondays would be designated as "Quiet Mondays" Sara will implement and advertise this ASAP.

Committee Reports:

Friends of the GPL:

Jennifer reported of attending a well attended and educational FOGPL Annual Meeting on April 23, 2018. Many items were introduced and discussed at this informative meeting presided by President Sue Haynes.

The Friends have committed to fund Dan the Snakeman as part of the Summer program. The gardens in the front of the GPL have been weeded and mulched by a group of committed Friends and are in good shape going into the Spring season.

Library Expansion: Sara was appointed Entity Administrator for a SAM submittal (NYS Construction grant). Pam made a motion to accept Sara as such, Thomi seconded the motion and motion carried.

Campaign Committee Report:

Thomi gave the BOT an update on the Expansion Committee's progress for the month . She distributed and explained a campaign packet for members of the BOT and FOGPL to consider to financially support the expansion of the GPL.

A motion was made by Jen and seconded by Pam, to accept a contract concerning Asbestos and Lead paint testing from SJB Services, and authorizing Thomi to sign it. This motion was passed unanimously.

Old Business: A 990 Report was completed by Sheri. The BOT reviewed the Report and Sara will mail it in to IRS as well as keeping a copy of it.

New Business: Salaries for 2018-2019 were approved on a motion made by Pam, seconded by Thomi and passed unanimously.

Sara would like to initiate an Amnesty Day. She would like to try this till October 2018. The Library will be closed Graduation Day, Saturday June 23, 2018 to accommodate staff members who have family or friends graduating. GPL also employs three pages who will be graduating.

Sara is in need of another computer. BOT gave approval for her to purchase one that would meet her present needs.

Adjournment: Meeting adjourned at 2:45 p.m. on a motion made by Pam.

Next Board meeting will be Tuesday, June 12, 2018 at 1:00 p.m. at the Village Hall

Respectfully submitted,
Jennifer Morey
Secretary