

Groton Public Library Board of Trustees  
Meeting minutes of August 13, 2019  
5:30 p.m. in the GPL  
Draft

**Present:** Sara Knobel, Jennifer Morey, Linda Nobles, Sheri Shurtleff, Kelly Smith, Pam Vitale, Chris Williams *Excused:* Monica Dykeman

**Call to Order:** Meeting was called to order at 5:28 p.m. by President Sheri Shurtleff. Pledge of Allegiance was recited.

**Adoption of Agenda:** Agenda was approved as submitted with the addition of an Executive session.

**Approval of July 9, 2019 meeting minutes:** The Minutes were approved as submitted.

**Executive Session:** This Meeting was adjourned at 5:31 p.m. to discuss a specific individual on a motion submitted by Sheri and a second given by Linda. The Motion was carried unanimously. The meeting resumed regular session at 5:59 p.m. on a motion submitted by Jennifer and seconded by Pam. This motion carried unanimously.

**Personnel Action Report:** Nothing to report at this time.

**Finance Officer's Report:** Warrant: 0017-20LF02-1 was approved in the amount of \$10,869.59 on a motion given by Linda. This motion was given a second by Pam and carried unanimously. Copies of the GPL's following reports were also distributed to each member of the BOT: Budget Status, Public Library MMIA, Treasurer's report and Cash Receipts.

**Expansion Project Report:** Sheri provided the BOT with an update of the Expansion Project. Sheri, Jim Turner and Kristi from the FLLS have met to discuss the Construction Grant Application process. On a motion given by Chris, seconded by Linda, the BOT approved a new "Assurances: Public Library Construction Grant Program" application to submit to NYS. This motion was carried unanimously. This application was signed by the GPL BOT President, Sheri Shurtleff and is due back to the State by August 31, 2019. The GPL is required to provide proof in writing that they can match the monies received in this potential Construction Grant. An updated letter of "Certificate of Available Funds" will have to be requested from Heather Ferris, Groton School Treasurer for the GPL.

**Library Executive's Report:** Sara reported that a lot of the GPL's Summer events scheduled on a Wednesday were held at Sykes Park thinking that the Library would be under construction this Summer. These Wednesday events were well attended by the Camp children, but when camp stopped attendance dropped, so events were moved back to the GPL in August.

Ruth Williams was hired as a Harvest Grant term position. This position was approved in the July BOT meeting.

Approximately 30 free lunches were given out M - F to children 18 and under through the Summer. This was set to stop in early August because the funding had run out. A few anonymous donors stepped forward and graciously supplied enough funds to carry this much needed resource to the children for another three weeks.. These donors, along with Sara Knobel, need to be commended for their generosity and compassion for those in need of this vital service.

**Friends of the GPL:** Jennifer reported that a faithful group of FOGPL volunteers have generously dedicated time to the lawns and gardens around the Library this Summer. The grounds around the GPL are looking good!  
Many free books were given out to the children in attendance at the Groton Community Night event..

**Period of Public Expression:** Nothing to report at this time.

**Adjournment:** This meeting was adjourned at 6:42 p.m. on a motion made by Chris. A second was given by Pam and the motion was carried unanimously..

*Next monthly meeting is **September 10, 2019 at 5:30 p.m. in the GPL***

Respectfully submitted,  
Secretary  
Jennifer Morey