

**Groton Public Library
Board of Trustees Meeting Minutes
August 13, 2020 at 5:30 pm
Remotely via Zoom**

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

Roll Call by Secretary: Meeting called to order at 5:32 pm by President Sheri Shurtleff. Roll call given by Jennifer. All Board Members present.

Adoption of Agenda: Agenda stands approved as submitted.

Approval of July 9,2020 Meeting minutes: Minutes stand approved as submitted.

Approval to pay Warrants: Warrant: 0015-21LF02-1 in the amount of \$121,282.25 (regular warrant of \$34,728.00 and Addition of \$86,554.25) was approved for payment on a motion given by Linda, a second by Pam and carried unanimously.

Personnel Action: On a recommendation from Library Director Sara Knobel, Chris made a motion to move Ryan Black from Page to Information Aide replacing Aaron Hill. This motion was given a second by Kelly and carried unanimously.

Ryan will have a probationary period as required by all new hires. He will now earn paid benefits of Sick and Personal leave. Sara also felt that in addition to the change in job title, Ryan should be given an hourly increase in pay because of the additional responsibilities that come with the job title. After much discussion, the BOT felt that his pay rate should stay at his current rate until all Library Staff get their potential hourly increases on January 1, 2021.

The BOT also discussed our policy for Returning to work after Out-of State Travel because of the Coronavirus pandemic. No action was taken at this time. The GPL will hold to the recommendations set forth by the Governor of NYS.

Expansion and Renovation Project update: Sheri gave the BOT an update on different *Change Orders* that have occurred at this point in the Expansion and Renovation Project. She reported that the Project is a bit ahead of schedule considering the different issues that have popped up.

Committee to Plan for a Commemorative Plaque for the Library Addition: Jennifer and Pam have agreed to serve with Sara, Gretchen and others on this committee. Sara will initiate a first meeting for all those involved with this endeavor.

Update from the Library Director: Sara reported that Circulation Desk is now refurbished and is “Just beautiful!” This was paid for by the Friends of the Groton Public Library. They are also hoping to have a three sectional glass top made for the desk. The estimate will be sent to the BOT.

Sara hopes to be able to open the Library to Patrons at least 2 evenings a week by appointment only in the near future, but no decision has been made at this time. Because of the ongoing Renovation/Construction project, the current physical state of the building is not conducive to a full reopening plan. The FLLS is now delivering books weekly more frequently.

The Food giveaway on Tuesday evenings at the Main St Pavillion site is still ongoing. It is not unusual to hand out 48 to 58 gallons of whole milk, along with fresh fruits and vegetables. There are now blue coolers outside in the front of the Library building with food available for those in need.

Sara plans to hold a cooking class beginning on 8/14/2020 via Zoom.

Update from the FOGPL: Nothing else to report at this time.

Public Comment: No public present at this meeting

Adjournment: This meeting was adjourned at 6:24 pm

Next meeting September 10,2020 @ 5:30 pm

Respectfully submitted,
Jennifer Morey
Secretary