

Groton Public Library
Board of Trustees Meeting Minutes
February 11, 2021 at 5:30 pm
Remotely via Zoom

This Board Meeting was called to order at 5:32 pm by President Sheri Shurtleff

Adoption of Agenda: Agenda stands approved as presented

Roll call by Secretary, Jennifer Morey:

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

Excused: Monica Dykeman, Chris Williams

Approval of January 14, 2021 meeting minutes: Minutes stand approved as submitted.

Approval to pay Warrants: Warrant: 0079-21LF07-1 in the amount of \$73,960.08 was approved for payments on a motion given by Sheri. Pam gave a second and the motion carried unanimously.

Personal action: Kayli Thompson, a part time Information Aide who currently works approximately 20 -24 hours a week at the GPL, has requested to reduce her hours to 3 hrs/wkly. This adjustment in hours will take effect March 1, 2021. Pam gave a motion to accept Kayli's request. A second was given by Kelly and the motion carried unanimously.

This change will necessitate filling this position. One duty of the hiree would be to act as a recording Clerk at BOT meetings. Sara will advertise on social media ASAP. Kayli would like to participate in the interview process. Sara hopes to have this position filled with an Aide hired and ready to start by March 2021.

Approve Annual Report: This report should be submitted by March 1, 2021. The BOT will hold an Emergency Meeting via Zoom at 5:30 on February 25, 2021 to approve this report. This Meeting must be advertised to the Public. Linda made a motion to approve this action, a second was given by Pam and the motion carried unanimously.

Expansion and Renovation Project Update: Sheri gave the Board a comprehensive report regarding the current Project. Brian Dates has been retained to repair and paint

the Adult stack room off the Main reading room at the Library. He hopes to be able to start this project in March 2021.

Gary Wood has donated wood/ lumber to the GCS STEAM Lab. Todd Martin along with some of the students in the program, are planning to use that wood to make three book shelves and two interior benches. These items will then be gifted to the Library.

The furniture from the Seymour Library in Auburn has arrived. Sara has expressed her gratitude to the Staff there for their generous gift. The furniture is gently used and serviceable. One table and ten chairs are expected to be placed in the small meeting room to be used in the future by the GPL BOT and others for meetings.

Update from the Library Director: Sara sent out an informative Library update earlier this week to all BOT members.

She has been collaborating with GCS on an “Extended Day” Grant. This would involve any interested school age children in predetermined activities and projects happening at the Library beyond school hours and over the Summer.

Blackout drapes have been ordered for the Great room.

Following a short discussion about using Sara’s current office as a “loan room” as she described last month, it was decided that idea would be put on hold and the room will be used for the activity kits that the library will begin loaning to patrons. Grant money is covering the cost of the kits.

Sara has opened the Library on Friday nights from 4-7 pm for in person browsing.

Update from the Friends of the GPL: Chris Griffin, Mary and Bill Roberts and Jo Senecal have been polishing the brass lamp shades. They are now ready to be lacquered.

The FOGPL are exploring Glass top options for the surfaces of the round oak tables that have been recently refurbished. The general feeling is that over the coming years, this glass will protect the surface of the tables and extend their lifetime. The tables and lamps are original to the Library and part of its history.

A large, local book collection has been donated to the Library. Sue Haynes, President of the Friends, has offered to oversee this collection.

Annual Meeting dates:

- March 8, 2021 Place legal ad
- March 26, 2021 Petitions due. There are three Trustee terms ending 6/30/2021.
- April 19, 2021 Make the budget public
- April 27, 2021 Annual Meeting, Tuesday at 7:00 pm.

Next BOT meeting is March 11, 2021 at 5:30 pm via Zoom

This meeting was adjourned at 6:17 pm

Respectfully submitted,
Jennifer Morey
Secretary