

Groton Public Library Board of Trustees

Library Mission: To promote literacy by providing a wide range of reading for all ages in many formats and to serve as a center for community information services.

November 11, 2021 - Minutes

Meeting called to order at 5:33PM

- Adoption of Agenda
 - As Presented stands approved as presented
 - With Changes
- Roll Call of Trustees and Others
 - Sheri Shurtleff- present
 - Monica Dykeman- present
 - Linda Nobles-present
 - Kelly Smith-present
 - Chris Williams - excused
 - Betty Conger-present
 - Kathy Howard-present
 - Sara Knobel - Library Executive - excused
 - Pat Berry - Recording Secretary- present
- Approval of Minutes from October 14, 2021 Meeting
Betty Conger made a motion to approve as presented. Seconded by Monica Dykeman
All Approved
- Approval to Pay Warrant dated 11-8-21 \$9,757.97
 - Motion by: Linda Nobles Second by: Betty Conger Vote:all in favor

Discussion:There is a possibility that we need to raise our credit card limit or create a temporary limit for certain purchases.

- FoGPL Donation and Other Donations
They received \$13,126 for the campaign. Another donation of \$2,000 from Evan Webster was collected for the campaign to be earmarked for the Children. Making it a total of \$15,126
- Personnel Report - The form that Chris Williams said he would share is included in the Board Packet. Aaron Hill put together a new hire form for our personnel records. Thank you Aaron. The Board would like to see the following included on the form: an emergency contact info, approximate hours per week they will work, and a place to notate the annual Sexual harassment training(such as a yearly check off box)
 - Library staff and board of trustees need to look into updating or taking their training for Sexual Harassment.
 - The Library needs to look into child abuse and maltreatment training for the staff.. Sheri will check into these trainings to see if required for the Board and or employees.
 - Put the employee form on google forms so that Sara can access wherever she is for emergency purposes only.
- Approval of Service Plan 2022-2024
 - Motion is to table the approval of the Service Plan made by Linda Nobles
Second by: Kelly Smith Vote:So carried

