

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.

December 9, 2021 - Minutes

Meeting called to order at 5:32 via Zoom

- Adoption of Agenda
 - As Presented
 - With Changes: add a resolution to increase the credit card limit. Motion made to accept the agenda with change made by Betty Conger and seconded by Kathy Howard, All approved.

Roll Call of Trustees and Others

- Sheri Shurtleff- present
- Monica Dykeman - excused
- Linda Nobles - excused
- Kelly Smith-present
- Chris Williams -present
- Betty Conger - present
- Kathy Howard - present
- Sara Knobel - Library Executive- present
- Pat Berry - Recording Secretary- present
- Approval of Minutes from November 11, 2021 Meeting
 - As Presented Betty Conger made a motion that the minutes be accepted with changes, seconded by Kelly Smith. Changes reflect that we put a sign up that says patrons are being recorded, also change that the staff not the patrons can see what is going on. All approved.
- Approval to Pay Warrant dated 12-3-2021 \$32,162.33
 - Ferro Roofing \$23,164.00
 - Petcosky Retention Payout
 - Renovation \$840.06
 - Addition \$4,382.20A decision was made to hold both of the checks to Petcosky until their work is finished.
 - Motion by: Chris Williams Second by: Kelly Smith Vote:all approved
- FoGPL Donation and Other Donations: A sizeable donation from the FoGPL was made in the amount of \$18,855.88
- On a motion made by Betty Conger and seconded by Kathy Howard, the board unanimously approved a resolution to increase the Library's credit card limit through First National Bank of Groton from \$2,000 to \$4,000. This resolution takes effect immediately. At the last meeting the Board talked about raising our credit card limit from \$2,000 to \$4,000 so that at times the Director wouldn't have to use their own credit card and then be reimbursed. A motion was made by Betty Conger, seconded by Kathy Howard. All approved.
- Personnel Report - included in the Director's report
- Approval of Service Plan 2022-2024 Sara has recommended that we approve the original service plan since it is due in January. Then plan on getting together soon to revise the original plan that we are submitting.
 - Motion by: Chris Williams Second by: Kelly Smith Vote: all approved

- Approval of Closed Dates & BOT Meeting Dates for 2022
 - Motion by: Betty Conger Second by: Kathy Smith Vote: all approved
- Change in GCS - This is just an update that the school's current treasurer is resigning, and temporarily the Business manager will be doing the job, but she is leaving soon as well.
- Approval of January 1, 2022 Compensation Schedule
 - Motion by: Chris Williams Second by: Betty Conger Vote: all approved
- Update from Library Executive - Sara Knobel
 - The library hired a new page - Mathias Brehm.
 - There will be a free turkey dinner next week and all of the food was donated, we have 3-4 volunteers to package the food.
 - The Community Arts Partnership grant was submitted Monday, December 6th for \$1,550, this will be used for Summer Programming if granted to us.
 - Holiday story time will be Thursday Dec. 16th.
 - The Boy Scouts are coming to decorate the tree and sing Christmas Carols.
 - Sheri Shurtleff, Carl Haynes, and Gregg Kiehl met and had Gregg video the library. The video and photos will be on our website.
 - The Board of Recognition for the expansion project is now hung in the Great Room.
 - Free food Tues. had a lot of food this past week which came and went quickly.
 - Teen movie night had a small turnout, but that was to be expected.
 - We held a homemade gift card workshop.
 - Robert's Family Tree farm donated the live Christmas tree up front, Pat Berry donated an artificial tree for the back.
 - Sara will post on Google Drive with what is happening in the library.
 - The Rosen Grant is due in February.
- Buildings & Grounds Update (if any) - Kelly Smith
- FoGPL Update (if any) - Kathy Howard
- Adjournment 6:03PM

Next Meeting: January 13, 2022