

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.

Minutes

January 12, 2023 Regular Meeting - 5:30 p.m. in Library

Called to Order: 5:31PM

- Adoption of Agenda Betty Conger made a motion to accept the Agenda, Monica Dykeman seconded it. All approved.
- Roll Call of Trustees and Others
 - Kathy Howard - president- present
 - Monica Dykeman - trustee- present
 - Kelly Smith - Bldg Grds- present
 - Cathy Klimaszewski - vice president- present at 5:35
 - Betty Conger - finance officer- present
 - Mary Meeker - secretary- present
 - Sara Knobel - Library Executive -present
 - Pat Berry - Recording Secretary- present
- Approval of Minutes from December 8 2022 Meeting: Mary Meeker made a motion to accept the December Minutes and Monica Dykeman seconded the motion. All approved.
- Approval to Pay Warrant in the amount of \$8,105.46: Betty Conger made a motion to pay the Warrant and Monica Dykeman seconded the motion. All approved.
- Personnel Report- none at this time
- Accountant Update - 990 - Kelly Smith - Kelly has the 990 report, Kelly needs to meet with Sheri Shurtleff about it. Director's email is now the main email on the report
- Update from Library Executive - Sara Knobel - See report
The Library had two articles recently in the Cortland Standard. Tompkins County Health Dept. met in a meeting room with a confidential meeting. Sara is currently working on grants.
- Building & Grounds Update (if any) - Kelly Smith
The leak in the ceiling up front is a moisture issue, Anthony Salerno came in to look. Many tiles are broken. There is an issue with access to the attic to check out what is going on. We need to make the access area larger. JD Ferrell was recommended. Kelly called the prior roofers that worked on the roof and has emailed Crawford, and Stearns as another possibility.
- FoGPL Update (if any) - Kathy Howard stated there was nothing to report at this time.
- Executive Session - Compensation 6:02 Betty Conger made a motion to adjourn to executive session and Mary Meeker seconded. All approved.
- Adjournment 7:10 A motion was made by Kathy Howard to adjourn and seconded by Betty Conger. All approved.

Next Meeting: February 9, 2023

Action Items 2023

Trustee Training 2023

Policy Assignments

Collection Development - Cathy Howard

Finance - Betty Conger

Facility - Kelly Smith

Long Range Plan - Mary Meeker & Cathy

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Personnel - Kathy Howard & Mary Meeker