

Groton Public Library Board of Trustees Meeting Minutes
Tuesday, March 12, 2024, at 7 pm, Library Community Room
Approved, 4/9/2024

Attending in Person: Library Trustees Kate Bettencourt, Mark Gerath, Jennifer Petersen, and David Zeiler. Also Library Director Vanessa Abraham and Assistant Director Sarah Breen.

Attending via Zoom: Kristen von Campe

Absent: Helena Altsman

Call to Order:

Kate Bettencourt, Chair, called the meeting to order at 7:02 pm.

Vote Summary

- Approval of February 13, 2024, Meeting Minutes. Moved by Mark, seconded by Dave. 5 ayes, 0 nays, 0 abstention.
- Approval of FY 2025 GPL Scheduled Holidays and Special Closings. Moved by Mark, seconded by Dave. 5 ayes, 0 nays, 0 abstention.
- Approval for use of \$4,000 from Chris Christie Special Gift Fund for School Year YA Assistant. Moved by Mark, seconded by Dave. 5 ayes, 0 nays, 0 abstention.
- Adjourn. Moved by Mark, seconded by Dave. 5 ayes, 0 nays, 0 abstention.

Action Items

- Vanessa to reach out to Owen Shuman regarding the 25th Anniversary Celebration.
- Vanessa will reach out to Fire Chief Steele about Narcan liability and use issues.
- Vanessa to look into signage for use when Broadmeadow is closed to through traffic due to flooding.

New Business

None.

Unfinished Business

Approval of Meeting Minutes from Feb. 13, 2024 Meeting

- Completed, see vote summary.

Report on Action Items from Previous Meetings

- All action items reviewed.

Review Trustees' Calendar for Current Month

- All calendar items reviewed.

Review Monthly Bills & Budget Report

- All library bills reviewed.
- Monthly budget report reviewed.

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Standing Committee & Liaison Reports:

Budget & Finance

Budget Updates

- Awaiting results of Town Meeting on 3/26/24 and ballot vote on 4/2/24 re override.

Other Budget & Finance

None.

Building & Equipment

Project Updates

- Skylight project completed.

Other Building & Equipment

None.

Policy, Personnel, & Planning

Approve FY 2025 Library Calendar

- Vanessa provided a draft of the upcoming fiscal year proposed library closings to the Trustees for approval. Approved. See vote above.

Teen Helper Pilot Project

- Started in fall 2022, the Trustees have supported a small, 6 hours per week, part-time position during the school year for a teenager to formally help and assist the Teen Librarian. The Endowment funds the small teen summer reading position. Approved. See vote above.

Strategic Planning Updates

- Vanessa shared some reports and information already gathered for the strategic plan, and provided an update on where we are in the process.

Sarah Breen's Contract

- Contract is being reviewed by Kate as Chair of the Board of Trustees prior to signing. It is renewed annually.

Other Policy, Personnel, and Planning:

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- Suggestion from community member that next year's Groton Reads book selection pertain to Groton's Native American History was referred to the selection committee; it was noted that *The Old American* was a previous Groton Reads selection.
- Al Stone's Celebration of Life Service is being held at 1:00 p.m. on March 24, and the Zoom discussion with Brendan Slocum, author of this year's Groton Reads selection, *Symphony of Secrets*, has been changed from 1:00 p.m. to 4:00 p.m. that day. Vanessa, Kristen, Dave, and Mark will attend the memorial service representing the library.

Other Reports:

GPL Endowment:

- The Endowment Trustees voted to approve the special projects request of up to 5% for meeting room chairs, tables, and historic skylight preservation.

Art & Artifacts:

- A Tiny Art exhibit featuring 4" x 4" paintings created by patrons and reflecting the Groton Reads theme of music will be displayed on a tree on the wall outside Sibley Hall beginning later this month.

Social Media Report & Other News:

- Vanessa pulled together photos from the 1990's before and during construction compared to today to honor the anniversary.
- Social Media accounts are featuring the 25th Anniversary of the opening of the newly transformed library building. Sarah is coordinating the library's postings on social media.
- A commemorative bookmark was created.
- Vanessa will send letters of acknowledgment to former library trustees and building committee members and their families.

Other Business

- Discussion regarding the possibility of changing the size of the library's newsletter from its current letter-sized booklet format to a newspaper-sized format, similar to the one published by Plymouth, Michigan, Public Library.

Library Director:

- Vanessa will send any important news or updates to the Trustees after her Town Dept. Heads meeting tomorrow.

Review of Action Items from Current Meeting – see above.

Review Upcoming Meetings & Events.

Adjournment at 8:10 pm – see vote summary.

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Respectfully submitted,

Jennifer Petersen, Secretary