

Groton Public Library Board of Trustees Meeting Minutes

Tuesday, April 9, 2024, at 7 pm, Historical Room

Approved, 5/14/2024

Attending in Person: Library Trustees Helena Altsman, Kate Bettencourt, Mark Gerath, Jennifer Petersen, and Kristen von Campe. Also Library Director Vanessa Abraham and Assistant Director Sarah Breen.

Absent: David Zeiler.

Call to Order:

Kate Bettencourt, Chair, called the meeting to order at 7:05 pm.

Vote Summary

- Approval of March 12, 2024, Meeting Minutes. Moved by Mark, seconded by Kristen, 4 ayes, 0 nays, 1 abstention (Helena).
- Adjourn. Moved by Mark, seconded by Kristen. 5 ayes, 0 nays, 0 abstentions.

Action Items

- Dave will coordinate the staff appreciation breakfast on June 7
- Vanessa will meet with library staff to refine the mission, vision, and values statements further.
- Vanessa will talk further with Owen Shuman about the celebration of the 25th anniversary of the library expansion.
- Vanessa will combine various similar forms for patrons to register objections to materials, displays, events, etc., into a single unified form that includes information regarding the decision-making process.
- Vanessa will bring the FY2025 Endowment Grant Request to the May meeting.

New Business

- Discussed the Library Mission, Vision, and Values Statements.
 - o Would like to submit them to the state before June 30, 2024, but the hard due date is October 1, 2024.
 - o Discussion regarding the content of same.
 - o Vanessa will discuss further with staff and PPP and present drafts to the board.

Unfinished Business

Approval of Meeting Minutes from the March 12, 2024 Meeting

- Completed, see vote summary.

Report on Action Items from Previous Meetings

- All action items reviewed.

Review the Trustees' Calendar for the Current Month

- All calendar items reviewed.

Review Monthly Bills & Budget Report

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

Standing Committee & Liaison Reports:

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Budget & Finance

FY 2025 Budget Updates

- Dunstable's override failed. Because the regional agreement requires the towns of Groton and Dunstable to contribute proportionally to their shared school district's expenses, the Groton school budget will be reduced by about \$2 million, which was needed for Groton's override, which failed at the ballot.
- Town Manager Mark Haddad said that because of this school budget reduction, the full municipal budget initially proposed will be brought to Groton's Spring Town Meeting.
- This includes the library's full budget request, including Sunday and Summer Reading Assistant hours.

Other Budget & Finance

- None

Building & Equipment

Turf Care Treatments

- After discussion, it was decided to forego the fertilizer/insecticide treatment offered by Babin.
- Discussion regarding possibly soliciting community service volunteers to pick up sticks from the lawn, as the natural debris had gotten a bit out of hand.

Project Updates

- None

Other Building & Equipment

- None

Policy, Personnel, & Planning

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.

Request for Reconsideration Forms

- There was a discussion regarding proposed forms for patrons requesting library materials, displays, and/or programs be reviewed.
- Vanessa submitted proposed forms for patrons to complete regarding objections to services, displays, graphics, and/or programs.
- There was a discussion regarding establishing a two-step process where the library director makes the initial decision regarding the request. In the case of any further objection, the matter will be brought to the entire board.

Staff Appreciation

- Friday, June 7, 2024, was selected as the date for the staff appreciation breakfast.
- Dave was nominated to coordinate the event.

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Other Policy, Personnel, and Planning:

- None

Other Reports:

GPL Endowment:

- Draft Grant Request for FY2025 presented. No surprises.
- Vanessa will bring the final request to the May meeting.

Art & Artifacts:

- Mary Minifie, liaison for the Tarbell Charitable Trust, met with Vanessa to discuss borrowing the library's Tarbell paintings for a Tarbell exhibition at the Boutwell House in the fall.

Social Media Report & Other News:

- 25th Anniversary of the opening of the newly transformed library building video and before/after photo slide show on gpl.org, social media, and out in the library lobby
- Special bookmarks going out

Library Legislative Updates:

- Library advocates are working with state legislators to move a Freedom to Read law forward. They have tied the freedom to read to ADA protections of inclusion and non-discrimination rather than to the American Library Association.

Other Business

- None

Library Director:

- The Public Library Association National Conference attended by Vanessa and Nicole was very helpful.
- Sessions and exhibit halls provided both with great ideas and resources.

Review of Action Items from Current Meeting – see above.

Review Upcoming Meetings & Events.

Adjournment at 8:39 pm – see vote summary.

Respectfully submitted,

Jennifer Petersen, Secretary