

## **Groton Public Library Board of Trustees Meeting Minutes**

Tuesday, May 14, 2024, at 7 pm, Community Room

Approved, 6/11/2024

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

**Absent:** Mark Gerath

### **Call to Order:**

Kate Bettencourt, Chair, called the meeting to order at 7:06 pm.

### **Vote Summary:**

- Approval of April 9, 2024, Meeting Minutes. Moved by Kristen, seconded by Dave. 5 ayes, 0 nays, 0 abstentions.
- Approval of draft policy regarding Groton Public Library Displays, Exhibits, Graphics, Signs, Etc. Moved by Kristen, seconded by Dave. 5 ayes, 0 nays, 0 abstentions.
- Approval of Revised policy on 3D Printer Use. Moved by Kirsten, seconded by Dave. 5 ayes, 0 nays, 0 abstentions.
- Approval of Mission, Vision, Values statements as discussed. Moved by Kristen, seconded by Dave. 5 ayes, 0 nays, 0 abstentions.
- Approval of FY2025 Endowment Request. Moved by Kristen, seconded by Dave. 5 ayes, 0 nays, 0 abstentions.
- Adjourn. Moved by Kristen, seconded by Dave 5 ayes, 0 nays, 0 abstentions.

### **Action Items:**

- Jennifer to contact Pages for Peace Board members regarding dimensions of Big Book.
- Vanessa to type up the final draft of Mission, Vision, and Values Statements.
- Dave to continue coordination of staff appreciation breakfast

### **New Business**

- Possibility of storing The Big Book: Pages for Peace in the library attic.

### **Unfinished Business**

- None.

### **Approval of Meeting Minutes from April 9, 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.

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## **Review Monthly Bills & Budget Report**

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

## **Standing Committee & Liaison Reports**

### **Budget & Finance**

#### **FY 2025 Budget Updates**

- Full FY2025 budget will be presented at the Town Meeting on May 18.
- FY2024 budget is on track: 67% of general expenditures and low 80% of salaries.

#### **Other Budget & Finance**

- None.

### **Building & Equipment**

#### **Building Project Updates**

- None.

#### **Other Building & Equipment**

- Discussion regarding contacting Garden Club to install and/or maintain plantings.

### **Policy, Personnel, & Planning**

#### **New Policy Library Displays, Graphics, Etc.**

- New policy on library displays and graphics was reviewed and approved - see vote summary.

#### **Updated 3D Printer Policy**

- Revised and updated 3D Policy reviewed and accepted - see vote summary.

#### **Mission, Vision, and Values Statements**

- Poll results were discussed and Mission, Vision, and Values statements approved as set forth below - see vote summary.
- Our Mission: "GPL fosters literacy, enriches lives, and strengthens the community. We bring people, information, and ideas together."
- Our Vision: "GPL is a vibrant and welcoming place where all come to learn, discover, create, and connect."
- Our Values: Literacy, Lifelong Learning, and Education  
Free, Open, and Equitable Access  
Intellectual Freedom, Confidentiality, and Privacy  
Joy, Discovery, and Creativity

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Kind, Quality Service

Community Connections and Partnerships

### Strategic Planning Updates

- None.

### Staff Appreciation Breakfast

- Dave to send information and signups.

### Other Policy, Personnel, and Planning:

- 20 applications for part time Children's Library Assistant are currently being reviewed.

### **Other Reports:**

#### GPL Endowment:

- Meeting yesterday.
- Over \$4,000,000 currently in endowment (can spend 4% and up to 5%)
- Approved FY2025 Grant Request.

#### Art & Artifacts:

- Tiny Art Project discussed.

#### Social Media Report & Other News:

- Boxcar children jumping viral video received over 22,000 views.

### **Other Business**

- None.

### **Library Director**

- None.

Review of Action Items from Current Meeting – see above

Review Upcoming Meetings & Events

- Fanfest is Friday, June 14
- Spring Groton Fest is Saturday, May 18.

Adjournment at 8:55 pm – see vote summary.

Respectfully submitted,

Jennifer Petersen, Secretary