

Groton Public Library Board of Trustees Virtual Meeting Minutes Draft

Tuesday, February 8, 2022 at 7 pm, on Zoom

Approved, 3/8/2022

Attending: Trustees Jane Allen, Kate Bettencourt, Mark Gerath, Kristen von Campe, Nancy Wilder, Dave Zeiler, and Library Director Vanessa Abraham.

Call to Order: Dave Zeiler, Chair, called the meeting to order at 7:02 pm. All members announced themselves as present.

Vote Summary (all votes were by roll call)

- The Trustees voted to approve the January 11, 2022 minutes as submitted. Jane moved to approve and Nancy seconded. The minutes were approved unanimously.
- The Trustees voted to approve the January 29, 2022 minutes as submitted. Jane moved to approve and Nancy seconded. The minutes were approved, with Nancy abstaining.
- The Trustees voted to approve Vanessa's submission of the Annual Report to the Town. Jane moved to approve and Nancy seconded. The report was approved unanimously.
- Jane moved to approve the motion to request state aid, not to exceed 12K, to buy new computers. The vote was approved unanimously.
- Jane moved to have Vanessa further investigate the deferment of the submission of the Strategic Planning report with the state board. The vote was approved unanimously.
- Jane made a motion to adjourn at 8:20 pm and Nancy seconded. The motion passed unanimously.

Action Items

- Dave to reach out to Jason Kauppi to determine whether there will be a signing event for nomination papers
- Vanessa to communicate with the state board regarding the decision to postpone the Strategic Planning process one more year.

New Business

Discuss Staff Appreciation

- Kristen recommended that this discussion be postponed until after the union contract is finalized. Trustees discussed and agreed this made sense.

Approve 2021 Annual Report to Town

- Completed, see vote summary.

Unfinished Business

Approval of Meeting Minutes from Jan. 11 and 29 Meetings

- Completed, see vote summary.

Report on Action Items from Previous Meetings

- All action items reviewed.

Groton Public Library Board of Trustees Virtual Meeting Minutes Draft

Tuesday, February 8, 2022 at 7 pm, on Zoom

Approved, 3/8/2022

Review Trustees' Calendar for Current Month

- All calendar items reviewed.

Standing Committee & Liaison Reports:

Budget & Finance

Finance Committee Budget Meeting

- All Trustees attended. Reviewed commentary about days/times open. Working hard to run remote programming until more in person events are viable.

Request Funding of up to \$12,000 from State Aid for New Laptops in Sibley

- Goal is to upgrade infrastructure this year before Jeff retires. Working with MVLC to price out laptops. Would like to order 10 new laptops for Sibley and use State Aid. MVLC will put all the software and computer protections on and staff will be trained.
- These are used heavily during Llama lounge, reference training, genealogy classes, etc.
- The previous laptops in Sibley Hall were purchased by the Endowment. We could ask them again if there is sufficient unexpended funding
- Makes sense to order now with the supply issues.

Q2 Reports

- Reports and fund totals reviewed.

Other Budget Updates

- none

Building & Equipment

Building Update

- -Working on researching a light shaft for the interior skylight.
- -Kudos to Phil for spending hours clearing the snow and managing the ice after the storms.

Policy, Personnel, & Planning

Strategic Planning

- There are many factors going on right now that affect the Strategic Planning. Namely, the technology transition, and the training of the staff this requires, plus the departure of Connie Keeran from the Endowment board. Also, Covid has made it very difficult to plan strategically for the future. The ramifications of not submitting this report to the state is ineligibility to apply for large construction grants; it would not affect state accreditation, inter-library loan, or relationship with MVLC.

Shelver Posting

Groton Public Library Board of Trustees Virtual Meeting Minutes Draft

Tuesday, February 8, 2022 at 7 pm, on Zoom

Approved, 3/8/2022

- Position has been re-posted.

Staffing Updates

- Reviewed. Staff is filling in as needed to help each other out.

Other PPP Updates:

- none

Other Reports:

GPL Endowment:

- Jane attended the recent meeting, which was primarily focused on orientation for the three new Trustees. Another meeting scheduled in March. Dave Riggert and Connie Keeran have done a tremendous amount to streamline processes to help the Endowment run smoothly.

Art Committee

- The current art show will have an artist's reception on March 3.

Social Media Report & Other News:

- Jane forward information from someone wanting to donate stocks.
- Social media: none

Library Director:

- Director's Report as submitted
- Updates
 - o Groton Reads and Eats returning in March
 - o Staff continues to go above and beyond to serve the public
 - o Seeing more people back in the library the past 2-3 weeks

Other Business

- Discussion of how to honor Cassidy Baracka. Discussed some ideas for a temporary installation in the Children's Room. Trustees agreed by consensus to join with other town entities and put up a pink bow to show support for the month of February.
- Discussion of the disruption that occurred during an anti-bias training. Reviewed how the program was handled well by library staff.

Review of Action Items from Current Meeting – see above.

Review Upcoming Meetings & Events

Adjournment at 8:20 pm – see vote summary.

Respectfully submitted,

Kate Bettencourt, Secretary