

Groton Public Library Board of Trustees Meeting Minutes
Tuesday, January 10, 2023, at 7 pm, Library Community Room
Approved, 2/14/2023

Attending in Person: Library Trustees Helena Altsman, Kate Bettencourt, Mark Gerath, Kristen von Campe, Nancy Wilder, David Zeiler and Library Director Vanessa Abraham

Call to Order:

Mark Gerath, Chair, called the meeting to order at 7:00 pm.

Vote Summary

- Approval of December 13, 2022 Meeting Minutes. Moved by H. Altsman, seconded by D. Zeiler. 5 ayes, 0 nays, 1 abstention by K. von Campe.
- Approval of expenditure up \$6,000 from LIG/MEG for native plant replacement in Katie's Garden. Moved by H. Altsman, seconded by D. Zeiler, approved unanimously.
- Adjournment at 8:18 PM. Moved by H. Altsman, seconded by D. Zeiler, approved unanimously.

Action Items

- PPP and V. Abraham will review Library Director's draft contract.
- D. Zeiler will continue to pursue the possibility of acquiring a generator for the library.
- PPP will set up a timeframe to review policies based on the intellectual freedom December staff event.
- Trustees to bake for Valentine's Day. Nicole Irvin will reach out to the Trustees. N. Wilder will coordinate anything needed from the Trustee side.
- Tentative date of March 4, for the joint FinComm/Select Board budget meeting. All Trustees available should plan to attend when they review the library budget.

New Business

Report on Town Manager's Budget Presentation to the Select Board

- V. Abraham, N. Wilder, K. Bettencourt, H. Altsman and K. von Campe were in attendance and reported on Mark Haddad's preliminary budget presentation from the Select Board/FinComm meeting of 1/9/23. In preparation for the Groton Dunstable Regional School District needing up to 2 million dollars more than anticipated, M. Haddad and his team scoured the municipal side looking for revenue in the next fiscal year from various sources, grants, state aid.... The final amount needed by GDRSD will not be known until the February. This will push all other budget meetings back a bit. Before the end of February, M. Haddad will meet in executive session with the FinComm and Select Board to prepare scenarios of what can potentially be cut from both the municipal side of the budget and from the school district. All scenarios will likely cut from both budgets to make up for this shortfall.

Unfinished Business

Approval of Meeting Minutes from December 13, 2022 Meeting

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- H. Altsman moved and D. Zeiler seconded to approve the minutes as presented. The motion was approved by all with K. von Campe abstaining.

Report on Action Items from Previous Meetings

- All action items were reviewed.

Review Trustees' Calendar for Current Month

- All calendar items were reviewed.

Standing Committee & Liaison Reports:

Budget & Finance

FY 2024 Town & Library Updates

- See update on Town Manager's budget proposal from 1/9/23 Select Board meeting above.
- The Saturday budget meeting has not been posted yet, but all Trustees available should plan to attend.

Building & Equipment

New Plantings in Katie's Garden

- Up to \$6,000 from LIG/MEG was approved to pay Babin Landscaping for removal of dead plants and replace with native plant species in Katie's Garden. H. Altsman moved, D. Zeiler seconded and the vote passed unanimously.

Policy, Personnel, & Planning

Intellectual Freedom Staff Training & Checklist from Handout

- Staff training from December went very well and the presenter was excellent leading a discussion on intellectual freedom. The staff were very engaged and got a lot out of the training.
- Based on the training session, PPP will be making modifications to some existing policies.

Other PPP Updates:

- Jeff Pike's upcoming retirement was mentioned in the GPL newsletter. He wants a low key retirement and no party, so the library will honor his wishes. V. Abraham applied for a citation from the governor to honor his 25 years of service to the Town. April 14th is his last day. He will be moving out of state upon his retirement.
- Strategic Planning will resume this year. We will be bringing the consultant back and picking up on the Long Range Plan again. Surveys and focus groups will be coming up in the spring. The plan is due in October to the state.

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Other Reports:

GPL Endowment: Report on Year-End Giving

- Over \$17,000 has come in this fiscal year, with some larger donations.

Art & Artifacts:

- New exhibit in the gallery right now, Flower Power. It is flowers in all types of mediums, in honor of upcoming Groton Reads & Gardens celebration
- We will soon be receiving a different Tarbell painting to display while one of the current Tarbell's hanging in the library goes on loan elsewhere. The Trustees discussed their mutual admiration of various Tarbell paintings they have seen here and in museums.

Social Media Report & Other News:

- People were commenting on a beautiful nighttime photo of the library someone posted on social media that sparked many posts on how much people in the community love the library.

Other Business

- The middle school students that have been misbehaving at the library are more in control now due to the combined efforts of library staff, the school resource officer, and the Groton Police Department. Staff are monitoring the first floor during half days as well as learning the names of the students and making a personal connection when they visit the library.

Library Director:

- The newsletter went out with an article on Jeff Pike's retirement and the announcement of Groton Reads. Patrons are very excited about this year's Groton Reads and Gardens program coming in March. Each Trustee chose a Groton Reads book to take home.

Review of Action Items from Current Meeting – see above

Review Upcoming Events: Broadmeadow Road Public Hearing on Wednesday, January 11th.

Adjournment at 8:18pm – H. Altsman moved and D. Zeiler seconded. The vote passed unanimously.

Respectfully submitted,

Kristen von Campe, Secretary pro tem