

Groton Public Library Board of Trustees

January 8, 2019

5:30 pm Groton Public Library

Draft

Present: Monica Dykeman, Sara Knobel, Jennifer Morey, Linda Nobles, Sheri Shurtleff, Christian Williams, Pam Vitale

Excused: Kelly Smith

Guest: Jim Turner

Call to Order: Meeting was called to order at 5:35 pm by President Sheri Shurtleff. The Pledge of Allegiance was recited.

Adoption of Agenda: Jim Turner's update to the BOT was moved to earlier in the agenda, otherwise, the Agenda was approved as submitted.

Approval of December 11, 2018 Minutes: Minutes were approved as submitted.

Personnel Action Report: Judy Raymond was hired as the Library's new cleaner, with a start date of 1/9/2019.

Finance Officer's Report: Linda made a motion to approve Warrant: 0081-19LFAP December-1. A second was given by Chris, and the motion passed unanimously.

Expansion Project Update: Jim Turner submitted to the BOT a "Project Needs for BOT of the GPL" handout, as well as a proposed timeline for the renovation of the existing library. He walked us thru each suggestion/step explaining what needs to be done in order for the construction process to proceed forward in a timely manner. There are still a few issues that need to be resolved.

After the land has been legally transferred to the GPL, the BOT can proceed with resolving these issues.

A motion was made Monica, seconded by Chris, pending review by the GPL's lawyer, to proceed with selecting a firm to do the geotechnical testing. This resolution passed unanimously.

Library Executive's Report: Sara submitted a report of the GPL's December programs and activities. She also attended a January 7, 2019 informational CPR/AED meeting with other Library Directors.

Committee Reports:

Friends of the Groton Public Library: Nothing to report at this time.

Campaign Committee Report: Committee chairman, Carl Haynes, reports that they are well above their campaign goal.

Old Business: Nothing to report at this time.

New Business:

Sexual Harassment Policy Training: Nothing scheduled yet.

Library Executive Evaluation: As requested by the BOT, Sara presented to all present, a completed Executive Director Self Assessment evaluation form for our review. This will be discussed at our February 12, 2019 BOT monthly board meeting.

Budget Vote and Trustee Election calendar: This will be held Tuesday, April 30, 2019 at the GPL.

Adjournment: This meeting of the BOT was adjourned at 6:58 pm.

* On January 17, 2019, a Google Docs training meeting will be held in the Library at 12:30 pm. for all those Trustees who are interested and able to attend.

* Next monthly BOT meeting February 12, 2019 in the GPL at 5:30 pm.

Respectfully submitted,
Jennifer Morey
Secretary