

**Groton Public Library**  
**Board of Trustees**  
**Meeting minutes of January 14, 2020 at 5:30 p.m.**  
**Draft**

**Present:** Sara Knobel, Jennifer Morey, Linda Nobles, Sheri Shurtleff, Kelly Smith, Pam Vitale, Chris Williams **Excused:** Monica Dykeman

**Call to Order:** This monthly meeting was called to order at 5:31 p.m. by President Sheri Shurtleff. All present recited the Pledge of Allegiance to the American flag.

**Adoption of Agenda:** The Agenda stands approved as presented.

**Approval of the December 10, 2019 Meeting Minutes:** These Meeting Minutes stand approved as submitted.

**Personnel Action Report:** On December 31, 2019 there was an increase in the NYS minimum wage of 75 cents to \$11.85/hr. This affected only our employees who were paid \$11.10/hr in 2019.

**Finance Officer's Report:** Linda made a motion to approve Warrant: 0080-20LFAP in the amount of \$7,454.25. This motion was given a second by Pam and passed unanimously.

**Expansion Project Report:** Sheri presented the BOT with an updated report of the Expansion Project. The Invitation to Bid has been published and advertised through various media. A pre-bid meeting and walk-through are scheduled for January 16. On January 30, 2020, at 11:00 a.m. the sealed bids for four prime contracts will be publicly opened.

Sara has ordered a few new pieces of furniture to try out their effectiveness with the Library's patrons in anticipation of the new library spaces.

In the January 1-7, 2020 edition of The Tompkins Weekly a very nice article written by Linda Competillo was published, titled *Library Expansion coming in 2020.*

**Library Executive's report:** Sara presented the BOT with a verbal report of different events in the GPL this past month. The Community meals have been very well attended as well as the Thursday game night..

There will be no bagged lunches given out at the GPL this Summer. Bagged lunches will be served at Sykes Park instead.

Door count in 2018 was 3,549 people. In 2019 there was an increase to 5,560.

Sara will be attending a conference in New Mexico, April 2020, with others in the Groton area regarding the Farm to Table program. Her cost will be covered by a Parks Grant.

The Staff has been busy weeding out and packing up books. There are plenty of free books available to the Patrons of the GPL.

**Friends of the Groton Public Library:** The Membership Drive has been going well.

Sara reports that there have been a lot of Membership checks coming in.

The FOGPL have pledged \$10.00 gift certificates up to \$100.00 to active volunteers of the GPL as a thank you for their contributions.

**Period of Public Expression:** No Public in attendance. Nothing to report at this time.

**Adjournment:** This meeting was adjourned at 6:14 p.m.

**Next Monthly BOT meeting set for February 11, 2020 at 5:30 p.m in the GPL**

Respectfully submitted,  
Jennifer Morey  
Secretary