

**Groton Public Library**  
**Board of Trustees Monthly Meeting**  
**4/14/2020 at 4:30 p.m.**  
**Remotely via Zoom**

**Present:** Monica Dykeman, Jennifer Morey, Sara Knobel, Linda Nobles, Sheri Shurtleff, Kelly Smith, Chris Williams, Pam Vitale  
This meeting was called to order by President, Sheri Shurtleff at 4:30 p.m.  
Roll call given by Secretary, Jennifer Morey. All Trustees were present.

**Adoption Of Agenda:** The agenda was adopted as presented.

**Approval of Warrant:** Warrant: 0118-20LF10-1 was approved in the amount of \$50,623.41 on a motion made by Sheri. This motion was given a second by Monica and carried unanimously. This motion also included approval of GC Payment Application #1; (\$16,625 for Renovation and \$29,925 for the Addition).

**Resolution for continuation of Staff payments:** A motion given by Pam to continue paying all staff of the GPL their weekly salary (based on the most recent 39 week average) through May 31, 2020, and seconded by Linda and carried unanimously. There was discussion concerning part-time employees working 20 or more hours weekly possibly having the opportunity to take a furlough and go onto unemployment instead. This would affect three of the Library's current employees. The board asked Sara to discuss this possibility with the three staff members. No decision was made by the board regarding this possibility.

**Resolution to Reschedule Annual Meeting (Budget and Trustee vote):** The GPL's Annual Meeting will need to be rescheduled because of the Library's Closure by NYS Restrictions due to the COVID-19 Pandemic outbreak. Date to hold this may be June 23 or June 30, 2020 pending NYS Disaster Emergency Regulations.

**2020-2021 Budget and Tax Levy:** Discussion of this will be postponed until the May 12, 2020 BOT meeting. Meanwhile, Trustees were asked to review the "Projection for the 2020-21 Budget Increase" worksheet that Sheri handed out to the BOT's in their March 10, 2020 Board Meeting.

**Expansion and Renovations Project Update:** Sara, Sheri and Jim Turner met to discuss the building key schedule when new doors and locks are installed as part of the construction project. All employees will be issued keys for the entrance doors and most

interior doors. The director's office will have a separate lock and only the library director and the board president will have key access for that office.

**Update from the Library Director:** Sara gave the BOT an update of some activities/events that the GPL staff are doing remotely during the shutdown of the Library. Kayli T. has done three storytimes. Ryan and Pat have been calling patrons of the GPL to see if they need assistance with anything. The Healthy Tuesdays food give-away program is continuing at the pavilion on Main St in Groton weekly at 6 PM. This program has been well attended. Sara reported that there are still many jobs for the staff to work on remotely.

**Update for the Friends of the GPL:** The table and chairs given to the Siebe's to refurbish are near completion. Any fundraising for this project will be held off till further notice.

This meeting was adjourned at 5:02 p.m.

*Next Monthly meeting will be held May 12, 2020 at 4:30 p.m. via Zoom*

Respectfully submitted.

Jennifer Morey  
Secretary