

## **Groton Public Library Board of Trustees**

*Library Mission: To promote literacy by providing a wide range of reading for all ages in many formats and to serve as a center for community information services.*

### **Agenda**

May 11, 2023 Regular Meeting - 5:30 p.m. in Library

- Adoption of Agenda
- Roll Call of Trustees and Others
  - Kathy Howard - president
  - Monica Dykeman - trustee
  - Kelly Smith - Bldg Grds
  - Cathy Klimaszewski - vice president
  - Betty Conger - finance officer
  - Mary Meeker - secretary
  - Joan Donovan - trustee
  - Sara Knobel - Library Executive
  - Pat Berry - Recording Secretary
- Approval of Minutes from April 13 2023 Meeting
- Approval to Pay Warrant in the amount of \$
- Personnel Report
- Accountant Update - 990 - Kelly Smith
- Update from Library Executive - Sara Knobel - See report
  - NYS Construction Grant Final Report
- Building & Grounds Update (if any) - Kelly Smith
- Long Range Planning Committee Update - Cathy Klimaszewski
- Library Policy Review Committees
  - Collection Development - Cathy Klimaszewski
  - Sexual Harassment Approve Updated version
- FoGPL Update (if any) - Kathy Howard
- Public Comment
- Executive Session
- Adjournment

Next Meeting: June 8, 2023

### **Action Items 2023**

Trustee Training: two hours

New Sexual Harassment Training Videos:  
<https://www.ny.gov/combating-sexual->

[harassment-workplace/sexual-harassment-prevention-model-policy-and-training](#)

Oath of Office within 30 days of the start of their term, July 1 2023: Joan, Kelly, Brendan

**Policy Assignments**

Collection Development - Cathy

Finance - Betty

Facility - Kelly

Long Range Plan - Mary, Cathy, & Joan

Personnel - Kath & Mary