

Groton Public Library Board of Trustees

The mission of the Groton Public Library is to cultivate a safe, vibrant community hub where all individuals can access a diverse range of information sources, from books to digital media, fostering knowledge, intellectual curiosity, personal growth, and independent lifelong learning. GPL is committed to nurturing literacy in all its forms by promoting the joy of reading, critical thinking, and the exploration of ideas that lead to transformative journeys of self-discovery.

Minutes DRAFT

July 10, 2025 Reorganization and Regular Meeting 5:30 p.m.

- Call to Order - meeting called to order at 5:36p
- Introduction of Guests - Liz Honis, recording secretary
- Special Guest Sarah Glogowski - Board Orientation: each board member will receive 1.5 hours of NYS Minimum Standards for Trustee Educational Requirement for Sarah's presentation. {Sarah G. will send her presentation slides to Sara K. to then email out to the board.}

Reorganization Meeting

- Oath of Office within 30 days of the start of the term, which was July 1 2025. Discussion about what is needed and when.
- Election of 2025-2026 Officers (1 year term)
 - President - Nancy Daily - accept
 - Vice President - Polly Case-Codner - accept
 - Finance Officer - Cathy Klimaszewski - accept
 - Secretary - vacant

Motion by Polly C.C. to put forth the slate of officers for discussion. Each of the proposed officers accepted their appointments. Liz L. made a motion to vote on the proposed slate of officers. Laura W. seconded. All in favor; aye. Any opposed; none. Motion moved to approve the proposed slate of officers.

- Other Appointments:
 - Treasurer: GCSD Treasurer - Mara at GCSD will continue.
 - Buildings & Grounds - Brendan K. - accept, following brief discussion
 - Friends of Library Liaison - Liz L. - accept

Motion by Nancy D. to put forth appointments of board members. Sarah L. seconded. All in favor; aye. Opposed; none. Motion moved to approve appointments of board members.

- Assign terms to new trustees - current vacancies: One Year; Two Years; Three Years along with Betty Conger's one year term.

Laura W. - one year term.

Sarah L. - one year term.

Liz L. - two year term.

Polly C. C. - three year term.

Polly C.C. made a motion to accept the length of terms to new trustees. Nancy D. seconded. All in favor; aye. Opposed; none. Motion carried unanimously.

- 2025-2026 Monthly Meeting Dates, Time, and Place

To remain the same: Second Thursday of each month, at 6:00p, at the Groton Public Library.

Regular Meeting

- ☐ Adoption of Agenda

Polly C.C. moved to adopt the agenda. Liz L. seconded the motion. All in favor; aye. Anyone opposed; none. The motion passed unanimously.

- ☐ Roll Call of Trustees and Others

- ☐ Brendan Komala - present
- ☐ Cathy Klimaszewski - present
- ☐ Nancy Dailey - present
- ☐ Sarah Lubold - present
- ☐ Elizabeth (Liz) Lawrence - present
- ☐ Polly Case-Codner - present

- ☐ Laura Watson - present
- ☐ Sara Knobel - library executive - present
- ☐ Liz Honis - recording secretary - present

- ☐ Approval of Minutes from June 12 2025 Meeting

Cathy K. moved to approve the minutes. Laura W. seconded. All in favor; aye. Anyone opposed; none. Unanimously passed.

- ☐ Approval to Pay Warrant

Cathy K. moved to pay the warrant as it was presented in the amount of \$5,804.66. Laura W. seconded. All in favor; aye. Any opposed; none. Unanimously passed.

- ☐ Trustees

- ☐ Oath of Office for new trustees - please complete by the end of July.
- ☐ Contact List Information - correct as needed.
- ☐ Conflict of Interest - discussion ensued and signed/given to Sara K.

- ☐ Personnel Report

Nothing to report.

- ☐ Accountant Update

Nothing to report.

- ☐ Update from Library Executive - Sara Knobel - See report

Discussion ensued. Sara K. gave two brief stories of kindness to our patrons that encapsulate her essence as well as our library staff.

- ☐ Building & Grounds Update

Discussion ensued regarding the ceiling in the Front Room. As well as about roofing tiles.
{Sara K. will contact Brian Dates and HSC to coordinate a join visit}

- ☐ Library Policy Review Committee
- ☐ Personnel & Employee Manual

Nancy D. reports that this is nearly complete. Work will continue. Revisit at August meeting.

- ☐ Disaster Policy

Nancy D. reports that this is nearly complete. Will be up for a vote at the August board meeting. Sarah G. will ask Jenny Shonk from Finger Lakes Library System as to their recent map creation in an effort to assist with the necessary fire escape portion of the Groton Public Library's Disaster Policy.

Public Comment Policy to be worked on. Add to the agenda for the August board meeting.

- ☐ FoGPL Update (if any)

Sara K. reported that an expert had visited to report that the magnolia tree can be saved. The Friends were out gardening earlier that day.

- ☐ Public Comment

Liz H. discussed her interview with Sustainable Tompkins that occurred earlier in the day, pertaining to the Bike Repair Station and the funding granted through Sustainable Finger Lakes Neighborhood Mini-Grant.

- ☐ Executive Session

A motion was made by Sarah L. to go into Executive Session at 8:20p to discuss compensation. Seconded by Cathy K. All in favor; aye. Anyone opposed; no. Passed unanimously.

The board returned to regular session at 9:02p, after a motion made by Cathy K. and seconded by Sarah L. All in favor; aye. Passed unanimously.

- ☐ Adjournment

The meeting was adjourned at 9:03p after a motion made by Cathy K. and seconded by Liz L.

All in favor; aye. The motion passed unanimously.

Next Meeting: August 14 2025

Vision Statement

The Groton Public Library strives to be a haven of knowledge, information, and enjoyment where people of all ages and backgrounds in our community can expand their horizons, enrich their lives, and thrive in an ever-evolving world.