

# **Groton Public Library Board of Trustees**

## **Mission Statement**

*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.*

## **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.*

## **Agenda**

December 11, 2025 Regular Meeting - 6:00 p.m. in Library

- ☐ Roll Call of Trustees and Others (2 minutes)
  - ☐ Brendan Komala - Building and grounds
  - ☐ Cathy Klimiczewski - Trustee
  - ☐ Laura Watson - Finance officer
  - ☐ Liz Lawrence - FoGPL Liaison
  - ☐ Nancy Dailey - President
  - ☐ Polly Case-Codner - Vice president
  - ☐ Sarah Lubold - Secretary
  - ☐ Liz Honis - Recording secretary
  - ☐ Sara Knobel - Library executive
- ☐ Adoption of Agenda (2 minutes)
- ☐ Approval of Minutes from November 13 2025 Meeting (2 minutes)
- ☐ Approval to Pay Warrant (2 minutes)
- ☐ Finance Update (5 minutes)
- ☐ Update from Library Executive – Sara Knobel - See report (8 minutes)
  - ☐ Approve 3-D procedure
- ☐ Building & Grounds Update (8 minutes)
- ☐ Guest Bethann Wieder, Executive Director of Discovery Trail (15 minutes)
  - ☐ Kids Discover the Trail - we are on the trail
- ☐ Nomination Committee Update - Polly, Cathy (5 minutes)
- ☐ Library Policy Review Committees (8 minutes)

- ☐ Computer & Technology - Polly, Cathy
- ☐ FoGPL update (if any) (5 minutes)
- ☐ Long Range Plan review (15 minutes)
  - ☐ Continued from November
- ☐ New Business (10 minutes total)
  - ☐ Board Education requirements – must be completed by Dec
  - ☐ New policy proposal
  - ☐
- ☐ Public Comment (3 minute limit per speaker)
- ☐ Executive Session
- ☐ Adjournment

Next Meeting: January 8 2026

#### **Action Items 2025**

New Sexual Harassment Training Videos: [Sexual Harassment Prevention Model Policy and Training](#)  
 Remaining: Brendan (Don't forget that this will need to be done again after 1/1/26)

#### **Standing Committees**

Finance - Laura (chair) Cathy, Nancy, Sara  
 Personnel - Mary Meeker, Polly, Nancy, Sara

#### **Policy Reviews**

Computer & Technology - Polly, Cathy

#### **Policies for Review**

Confidentiality of Library Records  
 Code of Conduct (we have one but needs to be reviewed by board before posting)  
 Donations of Gifts  
 Patron Code of Conduct - Safe Child - these are together  
 Social Media  
 Circulation is internal but still up to the board to review and approve  
 Hazard Handling  
 Law Enforcement - ICE - Ask Sarah G perhaps  
 Conflict of Interest is internal and does not need to be posted.

#### **LRP Reviews**

Keep on Agenda as standing item