

# **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.*

## **Minutes**

November 13, 2025 Regular Meeting - 6:00 p.m. in Library  
Meeting called to order at 6:02PM

### ☐ Roll Call of Trustees and Others

- ☐ Brendan Komala - Building and grounds-present
- ☐ Cathy Klimiczewski - Trustee-present
- ☐ Laura Watson - Finance officer-present
- ☐ Liz Lawrence - FoGPL Liaison-present
- ☐ Nancy Dailey - President-excused
- ☐ Polly Case-Codner - Vice president-present
- ☐ Sarah Lubold - Secretary-present
- ☐ Liz Honis - Recording secretary-excused
- ☐ Sara Knobel - Library executive-present

### ☐ Adoption of Agenda

Change: Liz L. resigning at end of 2025 added under New Business

Change: Cathy K. asked to add Nominating Committee formation

Liz L. moved to adopt the agenda with change, Brendan seconded. All in favor, aye. Approved unanimously.

### ☐ Approval of Minutes from October 9 2025 Meeting

Under Buildings and Grounds: added "leak"

Laura moved to approve the minutes with added word, Cathy K. seconded. All in favor, aye. Approved unanimously.

### ☐ Approval to Pay Warrant: \$8,556.87

Laura W. recommends the board pay the warrant. Cathy K. seconded the motion. All in favor, aye. Approved unanimously.

### ☐ Approval of Closed Dates for 2026

Sarah L. moved to approve the Closed Dates for 2026, Polly seconded the motion. All in favor, aye. Approved unanimously.

### ☐ Finance Update

Laura W. reported that the CPA has all requested information and has filed an extension for the 990. The Finance Committee will be meeting to review upcoming grants. Cathy K. will look into the Dolly Parton reading program for potential at GPL.

- ☐ Update from Library Executive – Sara Knobel - See report  
Sara K. reported that the library will set up a Christmas tree and may have Girl Scouts caroling as has been the tradition for many years. Sara K. also reiterated the idea of having a half-day event where the Trustees join and are involved with the Programming. See attached report.
- ☐ Building & Grounds Update - Continued discussion from LE report - monitoring roof air conditioner over the winter with new filter and cover on the air conditioner.  
**ACTION STEP:** The board directs Sara K. to investigate replacement for the air conditioner unit in case of necessity.
- ☐ Special Guest via Zoom at 6:30 p.m.
  - ☐ Abhiram Giri Sankar with [Age – Friendly Business Certification Program](#)  
Abhiram came to report details about the Office of the Aging program's process to certify as an 'age-friendly organization.' FLLS had recommended speaking to individual libraries about certifying. Cathy K. moved for the Board to direct Sara K. to continue with the certification process for this opportunity, Laura W. seconded. All in favor, aye. Approved unanimously.
- ☐ Library Policy Review Committees
  - ☐ Next policy to review - Computer Policy [current form here](#)
- ☐ FoGPL update (if any)
- ☐ Long Range Plan review
  - ☐ Continued from October  
**ACTION STEP:** Cathy K. will check with Sarah G. about 15-min trainings at Board Meetings counting toward Trustee Education hour requirement
- ☐ New Business
  - ☐ November with S. Knobel - Sara K. presented her process for selecting new titles, where important new titles are being highlighted, where new titles are sourced, and considerations for balancing different content and age-ranges.
  - ☐ Placement of "Action Steps" (see Oct minutes)  
Shall be placed as they come up.
  - ☐ Board Education requirements – must be completed by Dec.
  - ☐ Reminder- Trustee portion of Director evaluation due 11/15
  - ☐ New policy proposal
  - ☐ Liz L. resigning at end of 2025
  - ☐ Forming a Nominating Committee - Polly and Cathy K. will start the committee.
- ☐ Public Comment - Sara K. official library colors and logo. Brendan recommended giving the logo to Mick Levick and the Graphic Design classes at Groton High School for a class competition to refresh. Check with Drew if he can sharpen up the logo and tell us what the color codes are.
- ☐ Adjournment  
Motion to adjourn at 8:01p by Sarah L.; Liz L. seconded. All in favor, aye. Approved unanimously.

Next Meeting: December 11 2025