

Georgetown Peabody Library Trustees



Date: Wednesday, April 13, 2016

Time: 7:00 PM

Next Regular Meeting: Wednesday, May 18, 2016 in Georgetown Peabody Library

Minutes

Meeting called to order at 7:10 PM

Trustees present: Sue Clay, Michelle Brock, Mary Saunders, Sue Clohecy, and Kevin Moran

Library Director: Sarah Lynch

Trustees not present: Chris Laut

Old Business:

Budget:

- FinCom budget approved requested budget (but not budget for Thursday openings)

Groveland library:

- Sue Clohecy reported that Haverhill librarians she spoke with were opposed to Groveland circulation, but over-ridden by Mayor and trustees.
- Vote to be taken at next meeting.

Strategic planning:

- Planning meeting went well according to trustees on committee.
- Consultant gave overview of process
- Sarah Lynch presented overview of town and library including circulation trends.
- Used MBLC-recommended SOAR process.
- Survey to be prepared by Sarah Lynch before next planning meeting on April 26.

Outdoor sign:

- Michelle Brock to get quote from Newburyport Sign Company to be submitted at Friends meeting on May 3.

Building Maintenance Punch List:

- Front doors are fixed. A screw was loose. Door company pressure-tested door closure.
- Sarah Lynch to look in attic for extra tiles to replace stained ceiling tiles.
- Michelle Brock suggested getting a quote for vent cleaning from an HVAC company.
- Tiles moving forward. Awaiting more firing
- Kevin Moran to bring in window weather-strip tool.
- Shed needs painting and door adjusted - could Whittier Vo-Tech do it?

Director's Report:

- Spending on Schedule
- Staff members have new name tags with GPL logo from library website.
- Friends of the Library approved new museum passes for Isabella Stewart Gardner Museum, Imagine That, Tower Hill Botanical Garden, and Strawberry Banke.
- Sarah Lynch to look into getting web developer to prepare code for online museum sign-up service.

New Business:

- Sue Clay reported that State Representative Lenny Mirra is willing to meet with Trustees on subject of library support.
- Sue Clohecy requested that the May meeting be held on May 25. This will give more time for strategic planning survey to be compiled.

Sue Clay moved and Michelle Brock seconded motion to adjourn at 7:52 PM

Prepared by Mary Saunders on April 25, 2016.