



Board of Trustees
Georgetown Peabody Library
2 Maple Street
Georgetown, MA 01833

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING
Wednesday, February 8, 2017

Present: Sue Clay, Michelle Brock, Chris Laut, Mary Saunders, Sue Clohecy,
Library Director, Sarah Cognata

Absent: Kevin Moran

Call to Order: Meeting called to order at 7:02 PM

Minutes: Sue Clay moved to accept the January minutes as submitted. Mary Saunders seconded. Unanimous approval.

Old Business:

Security Alarms:

- CIP meeting this month may address our request

Community Room:

- Opening was well publicized and well attended.
- Students began using the room as soon as it was opened.
- Grand opening had 34 people.
- The Trustees commended Emily Havey, Sarah Cognata and the Friends of the GPL who all made this dream a reality.

Art Tile Wall:

- One 12" by 12" tile remaining.
- Bill Begin has begun the process of planning tile placement.
- Trustees discussed means to finish the remainder of the wall.

Spring Cleaning:

- Sat., Mar. 11 starting at 12 PM
- Staff has prepared a long list of needs.
- Further discussion at March meeting.
- Sarah Cognata to obtain list of our cleaning service's present duties.

- Sarah Cognata will look into carpet cleaning service cost and date of last cleaning.

Town Strategic Planning:

- Chris Laut proposed that under the heading “Specific” words be added to emphasize that Thursday openings will make it possible for students to use the Community Room every day after school.
- Mary Saunders proposed and Sue Clay seconded that the Trustees accept and submit to the Town the “Georgetown 2025 - SMART Goal and Action Planning” document as edited by Sarah Cognata with the change proposed by Chris Laut. Unanimous approval.

George Peabody Portrait:

- Trustees agreed that Oliver Bros. should deliver the repaired painting as soon as it is completed.

New Business:

Fire Alarm Company:

- Sarah Cognata has attempted to have Quality Fire respond to request for inspections on schedule and has had much difficulty receiving responses.
- Trustees decided that LW Bills should be contacted to take over the service.
- If LW Bills unable, Sue Clay suggests Sarah Cognata request recommendations from the fire chief.

Solar Lights for the Outside GPL Sign

- Michelle Brock presented 3 versions of lighting that might be appropriate.
- All solar and LED. Gooseneck version too expensive.
- Michelle Brock will do further research.
- Sign requires lighting on only one side thanks to street lights.

Third Floor Storage Room (Attic)

- Trustees discussed potential use for this room as repository of historic documents and artifacts.
- Sarah Cognata proposed that users request items that librarians retrieve.
- Chris Comisky and other Georgetown Historical Society members along with interested Trustees should examine items in storage now on the third floor once boxes of books for book sale have been removed.
- Trustees discussed whether center of that floor can support much weight. Sue Clohecy suggested asking Larry Ogden, structural engineer, for opinion.

Director’s Report:

- FY18 Budget: to be presented at Finance Committee meeting Feb. 25 at 9 AM.
- MBLC grant: Emily Havey is completing MBLC LSTA grant documents due Apr. 7. Rough draft can be sent by Feb. 24th for feedback. The goal for the grant is to fulfill

requests of teens, parents, and community leaders. Intend to use grant funds to add to collection (books, manga, circulating video games) and acquire two additional bookcases for use. Also adding more non-circulating items such as 3-D pens and craft materials. With the grant additional programs could include yoga, sports, video production and cooking.

- MVLC ILS system is changing to the SirsiDynix product Symphony as of May 18. Training for staff in April and May.
- Staff reviews have been completed.
- January circulation 12% increase over last year
 - Past 3 months have had circulation increases

Adjournment:

Sue Clay moved (Chris Laut seconded) that meeting be adjourned at 8:25 PM

Prepared by Mary Saunders on February 9, 2017.

Next meeting: March 8, 2017