

Georgetown Peabody Library Trustees



Date: Wednesday, June 9, 2016

Time: 7:00 PM

Next Regular Meeting: Wednesday, July 27, 2016 in Georgetown Peabody Library

Minutes

Meeting called to order at 7:30 PM

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

Library Director: Sarah Lynch

Sue Clay moved to accept the May minutes. Michelle Brock seconded. Unanimous approval.

Old Business:

Strategic Planning:

- Chris Laut reported on the third planning committee meeting at which Sarah Lynch presented a PowerPoint compilation of the 315 survey responses.
- Kevin Moran, planning committee member, reported that the survey response comments often praised library staff.
- Trustees will need to vote on completed plan at the September Trustee meeting (Representative Lenny Mirra will be present).
- Staff will prepare action plan items at the staff development day on June 24 for consideration by Trustees at the July Trustee meeting. July/August Trustee meeting to be held July 27 so that all Trustees can attend.
- Goals and Objectives determined by the Strategic Planning Committee:
 - Goal #1 Residents view the GPL as a community hub and a primary source of local information.
 - Goal #2 The GPL is a center of collaborative education in the community.
 - Goal #3 The GPL is funded at a level that reflects the needs and expectations of the community.
 - Goal #4 GPL users have access to the most current information technology.
 - Goal #5 Staff members are empowered to continue their library education and professional development for the benefit of the users of the Georgetown community.
 - Goal #6 Residents are aware of the variety of collections, services, and programs that are offered by the GPL.
 - Goal #7 The GPL's physical space is reconfigured to better accommodate the

future needs of the users.

Cable TV equipment

- Staff needs training by Cable TV personnel.

Vent and light fixture cleaning

- Tabled until July meeting so that Sarah Lynch can get more information.
 - ServPro to be asked for quote to do just the lights.
 - Sarah will get for another quote for vent cleaning.

Community Meeting Room

- Friends of the Library approved funds for purchase of furniture and locked cabinet for cable TV equipment.
- Cost of computers to come from materials budget after July 1.

Outdoor sign:

- Michelle Brock will notify Tom Falzareno and Michele Augeri before sign company installs posts so that they can arrange to move the fringe bush.

Evaluation of Library Director:

- Chris will distribute forms and compile responses for July Trustees meeting.

Director's Report:

- Materials spending will be completed by June 30.
- Trustees discussed staff bringing books to the new Senior Center in order to encourage circulation.
- Summer Reading
 - Teen kick-off activities well attended.
 - Funded by the Friends
 - Children's kick-off program June 28th.
 - Adult summer reading program to have bingo sheet with tasks to complete and prizes.

New Business:

- Trustees planned lunch for staff on staff development day - Friday, June 24 at noon.
- Trustees who can participate will plan by email the week of the event.

Mary Saunders moved and Michelle Brock seconded motion to adjourn at 8:35 PM

Prepared by Mary Saunders on June 15, 2016.