

Georgetown Peabody Library Trustees



Date: Wednesday, May 18, 2016

Time: 7:00 PM

Next Regular Meeting: Wednesday, June 8, 2016 in Georgetown Peabody Library

Minutes

Meeting called to order at 7:03 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 March minutes with the following amendment: correct the spelling of Kopelman and Paige, and the April minutes with the following amendment: correct the “date of next meeting” from April 25 to April 18. Chris Laut seconded. Unanimous approval.

Reorganization of the Board:

The board unanimously approved the following slate of officers:

Sue Clohecy - Chairman
Michelle Brock - Vice-Chairman
Mary Saunders - Recording Secretary
Kevin Moran - Treasurer
Sue Clay - Historian

Old Business:

Groveland Library:

- Vote was taken on whether to resume circulation to decertified Groveland Library patrons. Trustees unanimously voted to deny circulation until Groveland is recertified by the MBLC.

Strategic Planning:

- Chris Laut reported that the second long-range planning meeting established two concrete objectives:
- Provide continuing education for the community including increased interaction with the schools.
- Provide a center for information for the community
- Sarah Lynch reported that the survey has had over 100 responses.
- Trustees decided to ask Mary Behrle to facilitate third planning meeting on June 7.

Outdoor sign:

- Michelle Brock moved (Chris Laut seconded) to use funds from the Memorial Fund up to \$4000.00 for permanent sign on granite posts to be installed in front of the library by Newburyport Sign Company. Approval unanimous.

Building Maintenance Punch List:

- Sarah will contact building general contractor in Boston about broken base casing on one pillar by front door of library.
- Discovered some broken panes of glass in older windows in library reading room.
- Sue Clohecy will ask Glenn about possible vent cleaning companies. Otherwise ServePro estimate of \$4206 may be best choice for both vent and light fixture cleaning. To be decided at June meeting.
- Kevin Moran to bring in window weather-strip tool.
- Todd Clark finished painting walls and outside windows.
- Shed needs painting and door adjusted - could Whittier Vo-Tech do it?

Tiles:

- Two more tiles arrived
- Five image tiles still coming. Final cost \$2000.

Community Meeting Room:

- Grant request from Institution for Savings denied.
- Friends of the Library to be asked to fund furniture.
- GMHS Honor Society has contributed \$250.
- Library to purchase computers with materials budget after July 1.

Museum pass registration system for Web page”

- Sarah Lynch provided comparison of the two registration services used by MVLC libraries.
- Mary Saunders moved (Michelle Brock seconded) the Trustees approve use of state aid funds to engage TixKeeper to provide museum pass registration on GPL website. Annual subscription \$600. Unanimous approval.

Director’s Report:

- New online databases: Consumer Reports, Mango Languages, World Book Online, Learning Express Library (preparation materials and trial tests for professional tests and achievements tests). Kevin Moran proposed announcement in newspapers. Trustees discussed marketing in schools.
- Circulation continues down but Commonwealth Catalog use increased.
- Hired new library page, Sarah Tripp from Groveland.

New Business:

- Sue Clay will attempt to arrange for State Representative Lenny Mirra to attend June Trustees meeting on subject of library support.
- Sue Clay moved and Kevin Moran seconded trustee approval of Staff Development Day to be held Friday, June 24 from 9 to 1 (library closed) for staff input on long-range plan.

Sue Clay moved and Chris Laut seconded motion to adjourn at 8:46 PM

Prepared by Mary Saunders on May 25, 2016.