



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING
Wednesday, September 13, 2017

Present: Sue Clohecy, Sue Clay, Michelle Brock, Chris Laut, Kevin Moran, Library Director Sarah Cognata

Absent: Mary Saunders

Call to Order: Meeting called to order at 7:00 PM

Minutes: Sue Clohecy makes motion to accept the August minutes as amended. Sue Clay seconds. Passed unanimously.

Old Business:

Tile Wall Completion:

- Marc Picardi is very busy. Grouting still not complete. September 21st new date for completion. Marc is not charging Library for his work.
- Bill Hastings has been working on the wood trim.

Security Cameras/Alarm System:

- Library Director has met with Town Administrator on a number of occasions to discuss options. Anything over \$10K is a capital expense. Must go to CIP. Library Director went to CIP in FY 2017, and Library was ranked first, but there was no money.
- In FY 2019, there will be a fire truck coming up, but Town Administrator feels there will be money for Library security cameras and alarm system.
- Library Director provided Trustees with CIP Report, CIP project request form, and cash analysis. Library Director has filled out a CIP request form for the security cameras and alarm system.

Director's Report:

- Serving Tweens and Teens grant: Will receive first payment on October 1st. Second payment will come same time next year. Teen Librarian looking at bookcases and programming. We will send out a press release. Sue Clohecy will send a note to Teen Librarian to thank her.

- LED lights - There is a grant program through the DOER in May and June. Dave in Light Department will pick up fee for grant, and will prepare and administer grant.
- Veteran's Day: We will be open on Friday, November 10th.
- Summer Reading - Very successful.
- Library Statistics: August 7% more circulation than last year.
- Community Room: Going well. Average 8 - 12 teens.

New Business:

Slate Roof:

- In touch with Meadows Construction, the company that installed slate roof at Middleton Library and the Perley School. Two options:
 - \$170K for complete roof replacement.
 - \$1.5K for drone survey of roof.
- Sue Clohecy made a motion to pay for a drone survey from State Aid for \$1500. Sue Clay seconds motion. Passed unanimously.

Employee Letter:

- Discussed personnel issues.
- Library Director drafted a letter after discussing with Town Administrator. The Trustees reviewed and approved a final edited letter.

10th Anniversary Celebration:

- Everyone had fun. Lots of families. Staying open until 2 PM worked great. People brought their lunches.

Friends Report:

- Fundraiser at The Spot on October 18th beginning at 5 PM.

Adjournment:

Chris Laut moved (Sue Clohecy seconded) that meeting be adjourned at 8:20 PM. Motion passes unanimously.

Prepared by Chris Laut on October 3, 2017.

Next meeting: October 11, 2017