

# Georgetown Peabody Library Trustees



Date: Wednesday, January 13, 2016

Time: 7:00 PM

Next Regular Meeting: Wednesday, Feb. 10, 2016 in Georgetown Peabody Library

## Minutes

### Meeting called to order at 7:10 PM

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

Library Director: Sarah Lynch

Trustees not present: Mary Saunders

Trustees approved Minutes for December Trustee Meeting as submitted. Motion by Chris Laut and second by Sue Clohecy

### New Business:

- The FY17 Budget will be submitted to Finance committee on February 27<sup>th</sup>. Kevin will go with Sarah to the meeting.
- The new website will be launched on Monday January 18<sup>th</sup>. There will be new pictures as well as the new event calendar on the new website. The training on January 11<sup>th</sup> went well. The website should be promoted, hopefully, in the Georgetown Record, the Daily News and public access television.
  - The Trustees discussed the Support & Maintenance Agreement, it was decided only several months was needed with a cost of \$195 per month.
  - A motion was made by Chris Laut to accept the agreement on a monthly basis up to 3 months. Sue Clohecy seconded.
- Sarah has done the employee reviews.

### Old Business:

- The slate roof has been completed.
  - Sarah has discovered a new crack in the wall after the heavy rain last weekend. She will keep an eye on the crack, hoping the crack is from the pounding on the roof.
- Backflow preventers failure fix was completed and passed inspection.
- Outdoor sign was tabled until February.
- Tile update – several tiles have been delivered with only a few remaining tiles left.
- RJM Painting and Restoration has started the painting in the little children's room and should be finished by the end of February.

- RJM will be asked to paint the board in the meeting room that the camera is mounted on.
- Martyn Richards will make a cable protection box/cabinet for the youth room.

**Director's Report:**

- Sarah submitted a script for Groveland patrons if the Library is decertified.
- PRS Group came out to the Library to examine the cables in the Data Room.
  - Michele Augeri informed the Trustees that the wireless access points have been reset.
  - A motion was made by Chris Laut and seconded by Kevin Moran to accept PRS Group Inc.'s Proposal to relocate equipment for optimal cable routing and management.
  - Untangled cables and color-coded them for identification and jacks will be numbered. The total project will be \$850 to be paid from State Aide.
- Emily Havey has a plan on paper for the furniture in the Community Room.
  - When finalized and accepted, the money will come from Goal Funding 2000.
- Long range planning needs to begin as soon as possible.
- January 5<sup>th</sup> - The Friends of the Library had a fund raiser at the new Flatbread's.
  - \$596 was made from Flatbread's and \$140 from ticket sales for the quilt raffle.
  - THANK YOU FRIENDS!

Sue Clohecy moved and Chris Laut seconded motion to adjourn at 8:30 PM

Prepared by Susan Clay on January 24, 2016.