



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

## **MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEES MEETING**

**Wednesday, May 10, 2017**

**Present:** Sue Clay, Michelle Brock, Chris Laut, Mary Saunders, Children's Librarian, Cathy DeWitt

**Absent:** Trustees - Sue Clohecy and Kevin Moran, Library Director, Sarah Cognata

**Call to Order:** Meeting called to order at 7:05 PM

**Minutes:** Chris Laut moved to accept the April minutes with corrected typographical errors. Mary Saunders seconded. Unanimous approval.

### **Old Business:**

#### **Security System/Alarms:**

- CIP awarded no funds for this coming fiscal year.
- Trustees suggested that Library Director check at department meetings to find out in the fall when the warrant is open for the Special Town Meeting.
- Propose asking for funds at that meeting if available.

#### **Tile Wall Completion:**

- The final picture tile has arrived!
- Michelle Brock has contacted Mark Picardi who intends to install the tiles on May 22 at an estimated cost of \$100.
- Spacers can be placed where several tiles will be missing in the pattern.
- Trustees discussed acquisition of those tiles, whether blank or with words.
- Michelle Brock will have second meeting with Mark Picardi after tiles are rearranged for final pattern.

#### **Ten-Year Anniversary Celebration of Addition Completion:**

- Sue Clay moved (Chris Laut seconded) that Sarah Cognata arrange for 18-hole Mobile Mini-Golf to be set up for Sat., Sept. 9 at a cost of \$700. Funding to be requested from Friends and/or from State Aid. Unanimous approval.
- Sources for cake were discussed.

- Chris Laut will arrange for water and coffee.
- Need theme and additional games and activities (volleyball, corn hole).
- Chris Laut will write press release. Sarah Cognata has publicity contacts.

### **Roof Repair:**

- Aulson Company discovered the source of the leak to be around an HVAC pipe. The gap has now been sealed.

### **Friends Report:**

- Flatbread Pizza fundraiser will be held Tues., May 30 from 5 to 9.
- Books in Bloom was very successful. Profits over \$3000.
- Besides museum passes, Friends voted to support the \$600 cost of online museum pass reservation service.

### **New Business:**

#### **Reorganization of Board:**

- Tabled until June Trustees meeting.

#### **Trustees Tour Attic:**

- Arrangement of tiles for wall examined.
- Mary Saunders reported on what has been found, what was cleaned up, and the ongoing filing efforts.
- Trustees agreed that some framed items and stored items should be displayed.
- Trustees discussed future use of the space.

#### **Director's Report:**

- Symphony, the new MVLC Catalog System, will roll-out beginning May 18.
  - Expect some brief disruption for patrons followed by a much better experience with the catalog including the ability to place holds on Overdrive and Axis 360 directly from the catalog page.
  - Staff expects to have an extremely challenging situation as MVLC librarians adjust to the more primitive catalog entry system until it is upgraded (2 years).
  - All GPL staff have completed the first round of training.
- Library Director's Annual Review
  - Chris Laut will send review sheet as Google Doc for Trustees to input before June Trustees meeting.
- Circulation and Overdrive statistics continue to increase. Website statistics look good.
  - Chris Laut had question for Sarah Cognata about discrepancy in budget and spending totals.

#### **Adjournment:**

Sue Clay moved (Chris Laut seconded) that meeting be adjourned at 8:42 PM

Prepared by Mary Saunders on May 15, 2017.

Next meeting: June 14, 2017