

Georgetown Peabody Library Trustees



Date: Wednesday, September 14, 2016

Time: 7:00 PM

Next Regular Meeting: Wednesday, October 12, 2016 in Georgetown Peabody Library

Minutes

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

Library Director: Sarah Cognata

Massachusetts State Representative Lenny Mirra

Friends of the GPL members: Gloria Swanbon and Joan Chatterton

Meeting opened with discussion with Representative Mirra about state library funding and its impact on the GPL, what the GPL does for the community, and what the Trustees would like the GPL to be able to do in the future. Representative Mirra will look into road-blocks to solar power use in towns with municipal electric departments like Georgetown.

Meeting called to order at 7:35 PM

Chris Laut moved to accept the July minutes. Sue Clay seconded. Unanimous approval.

Old Business:

Strategic Planning:

- Mary Saunders proposed that the Trustees accept the Long Range Plan as amended and submit it for approval to the Massachusetts Board of Library Commissioners. Michelle Brock seconded. Approval unanimous.
- Kevin Moran suggested that the plan be posted on the library website and a copy submitted to the town manager.
- Chris Laut commended Sarah Cognata for her hard work and leadership throughout the planning process.

Community Meeting Room progress:

- Friends of the GPL have funded the remaining furnishings, including a sound baffle.

Wall tiles:

- The Trustees will discuss at the October meeting plans for remaining wall surface once tiles are installed.

DVD/CD Thefts:

- 30 DVDs and 6 CDs were discovered to be missing from their cases in April.
- Sarah Cognata checked that all the others in collection were in their cases (~5000).
- Since then 10 DVDs have been taken.
- Police were called and video surveillance was suggested, but no cameras available.
- Kevin Moran will inquire about availability of town cameras.
- Warning signs have been posted.
- Trustees discussed publishing article about thefts in newspaper. Sarah will discuss this with police chief first.
- Three possible solutions were discussed
 - Take disks from cases and keep behind circulation desk (labor intensive)
 - Purchase and install video surveillance (expensive and limited)
 - Move disks to area where staff will be able to monitor (CDs already moved) however, more shelving may need to be purchased. Locate where reference collection once stood.

Library Sign:

- Ready for installation.
- Discussed removal of fringe tree and decided to have Tom Falzareno and Jim Saunders cut down tree and apply growth retardant.
- Request that town remove branches.

Base for Main Entrance Pillar:

- Received quote for repair from Rick Lamarre for \$1487.00
- Trustees examined damaged base.
- Decided to consult with Rick Palardy about constructing base from wood.

Trash Shed:

- Tabled until October Trustees Meeting.

Chimney Cap

- Chris Laut moved that Peabody fund be used to pay for a stainless steel chimney cap installed by Georgetown Chimney Sweep for \$940.00. Kevin Moran seconded. Approval unanimous.

Friends Report:

- 2nd Books in Bloom to be held Sat., Apr. 29, 2017.
- Annual book sale will be held in early March between children's programs.
- Pizza fundraising night at the Flat Bread Pizza on Tues., Oct. 25.

Director's Report:

- Discussed budget and circulation.
- Vent cleaning to be done Thursday, September 15 and following Thursday.
- New England Library Association (NELA) Conference to be held in Danvers Oct. 16-18. Two staff members and director all plan to go.

Sue Clay moved (Chris Laut seconded) that meeting be adjourned at 9:25 PM

Prepared by Mary Saunders on September 19, 2016.