



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEES MEETING
Wednesday, December 13, 2017

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

Not Present: Mary Saunders, Sue Clohecy

Call to Order: Meeting called to order at 7:10 PM

Minutes: Chris Laut makes motion to accept November minutes as amended. Sue Clay seconds. Passed unanimously.

Old Business

Tile Wall Completion:

- Plasterer is coming after Christmas, according to Bill Hastings.
- Will discuss plaque at next meeting.

Slate Roof:

- Director Cognata spoke with Mike Leonard. Mike will get report to us before CPC meeting. Doesn't need full replacement. Will cost approximately \$50K. CPC is January 16th.

Library Salaries:

- Director Cognata reports that at most recent Manager Department Meeting, the Town Manager informed group that salary issue will be on Selectmen's agenda in first January meeting.
- Director's impression is that Town Manager will present to selectmen wage reports for each group of non-union employees.
- Director suggests that after that meeting, it may be a good idea to go in front of selectman to discuss Library staff specifically. Potential Selectman meeting would be end of January or early February.
- Town Manager has all the documentation for library salaries and is reviewing at this stage.

Holiday Party:

- Thanks to Mary and Jim Saunders for hosting. A good time was had by all.

Director's Report

- Street Signs: Old street signs taken down by Highway Department. Director has four new ones. Michelle Brock is requesting one more for patrons traveling each way on East Main Street.
- Teen Grant: Highway Department coming on Friday to move display case to second floor. Emily has ordered video games and 3D pens with grant.
- Staff reviews: Will be done in January. Director is using a new form this year.
- November circulation: Up slightly
- Library will be closed on Monday for Christmas Day and New Year's Day.

New Business**FY 2019 Budget:**

- Personnel salary expenses not included in this budget. Makes it impossible to know book budget without personnel information. Projection based upon 1.5% salary increase.
- Director Cognata wants to put new line item called "Recreational" which will be used for adult programming. Director Cognata and Kevin Moran suggesting \$1200 for the year. This amount would be in addition to the budget provided.
- Requesting \$8.5K more. Presentation to Finance Committee usually in February.
- Kevin makes motion to accept the FY 2019 purchase of services portion of Library budget. Sue Clay seconds. Passed unanimously.
- Personnel salary portion of the budget will be forthcoming.

Friend's Report:

- Funded Museum of Fine Arts museum pass. Spot event brought in \$390. Friends plan on doing it again in spring.
- Have date set for early March 2018 for Flatbread. Will advertise at Flatbreads for book sale.

Adjournment:

Sue Clay moved (Kevin Moran seconded) that meeting be adjourned at 7:55 PM. Motion passes unanimously.

Prepared by Chris Laut on January 4, 2018.

Next meeting: January 10, 2018