



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEES MEETING

Wednesday, February 14, 2018

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

Not Present: Mary Saunders, Sue Clohecy, Kevin Moran

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

Old Business:

Slate Roof:

- CPC meeting last month went well. Historical Society able to confirm skylight is original. Meadows Construction has provided an updated quote of \$51,500, which Library Director has passed along to CPC.

Library Salaries:

- No update from Town Manager on approval of new salaries.

FY 2019 Budget:

- Budget presentation went well Saturday. No questions or issues raised, although FinCom asked for a Thursday open budget.
- Library Director will provide a revised budget with Thursday open data. Library Director will present Thursday in order to prepare for a population of 10K.
- Library Director will emphasize that the priority is higher salaries for staff over opening on Thursdays.

Tile Wall Plaster/Plaque:

- Michelle Brock will send Marc Picardi a thank you note for plastering.
- Mary Saunders requested and received approval from the Friends for payment for the plaque. Chris L will send Mary Saunders a note to see if it too late to amend the plaque wording.

Trustees By-Laws Review:

- Will revisit at March meeting.

Director's Report

- Teen Grant: Videos and gaming guide circulating. Cooking program series begins middle of March.
- Staff Reviews: half way through
- Maintenance: Two HVAC units repaired. Steve from Francis Maroney took a look at a toilet leak in men's bathroom.
- Staff News: Emily attended a Youth Mental Health First Aid Course that teaches how to spot, understand, and respond to someone experiencing mental health or substance abuse issues. Other staff members attended meetings and training in the last month.
- Circulation: Up 5%
- Spring Cleaning Task List: Bill Hastings took a look at baseboards and recommended we have someone take the rest of them out and put in insulation.

New Business

Display Case for Historical Collection:

- Michelle Brock has truck to pick it up. Cost is \$250. May not work due to doors opening only on the side of the display case.

Friends Report:

- Flatbread Fundraiser on Tuesday March 6th.
- Book Sale - March 16th - 19th

Adjournment:

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

Prepared by Chris Laut on March 13, 2018. Next meeting: March 21, 2018