



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING
Wednesday, June 12, 2019

Present: Sue Clohecy, Chris Laut, Kevin Moran, and Library Director Sarah Cognata

Absent: Mary Saunders, Susan Clay, Michelle Brock

Call to Order: Meeting called to order at 7:05 pm.

Secretary Minutes: Minutes from the May 8, 2019 meeting not accepted.

Old Business:

Library Director Contract:

- No updates from Town Counsel

Computer Technology Support:

- Christine Letterman from Equitous came to Library on June 12th to install update to Win 10, review LINK PC in YA (recommended replacement), and run programs on new Children's Room PCs. Equitous contract term ended June 30th.
- Tom from MVLC installed 4 new public PCs in Children's Room.
- Goals for FY20:
 - Replace 5 remaining Reference computers with MVLC upgrading them to Windows 10.
 - Obtain and install new computers for Director, Children's Room office, and Local History Room.
 - Obtain and install new catalog computers for Children's Room and Reference.
 - Potentially replace Teen Room computers.

Old Library Area:

- Old circulation desk declared surplus. We can now donate or sell it

Garden Tools:

- Tools are purchased and have been delivered to Library. Michele Augeri will catalog. Town Counsel approved from a legal standpoint. Potentially ready to circulate next month.

AV System:

- July 11th install date for new system, which will include a permanent projector and speakers in the meeting room.

Director's Report:

Maintenance:

- George from Francis Maroney, Inc. was here on 5/16, 5/20, 5/23, 5/24 for our Spring/Summer Preventative Maintenance (\$2,460.27) on our HVAC units. There were some repairs found during this PM which added an additional cost. (\$1,992.09). Both bills will come out of the Peabody Fund in next week's bill warrant.
- Dan Birarelli was here on 6/11 to replace some lights throughout the building.

Staff News:

- The MVLC Nominating Committee has nominated and approved Library Director Sarah Cognata to serve on the MVLC Executive Committee in FY 2020. She will be an At-Large board member.
- Library Director Sarah Cognata and Teen Librarian Emily Havey met with GMHS 10th grade marketing class on 5/13/2019 to discuss the Teen Room. The marketing class teens are in charge of promoting the upcoming Youth Community Center at Perley.
- Sarah and Emily also met with School Superintendent Carol Jacobs and Erin Duggan on 5/31/2019 about the Youth Center.
- Emily will be at GMHS during lunchtime on 6/14/2019 to promote the upcoming Teen Summer Reading Program.
- Children's Librarian Cathy DeWitt attended a Penn Brook School Council meeting on 6/12. She will also be attending a Kindergarten Readiness meeting on 6/13. Cathy will be visiting the K and 1st grade classes at Penn Brook on 6/17 and 6/18.
- Bridget has resigned from her position as library page effective June 18. She's been a library page since 2017 and is heading off to college in the fall.

Summer Reading Programs:

- The program, entitled "A Universe of Stories", will run from June 17th through August 13th and will include prizes for all ages. A Universe of Stories is sponsored by the Georgetown Peabody Library, Friends of the Georgetown Peabody Library, the MA Regional Library Systems, the MA Board of Library Commissioners, the Georgetown Cultural Counsel, the Boston Bruins, Topsfield Fair, and Chipotle Mexican Grill.

New Business:

Rocking Chair Donation:

- Beth Mabijs presented information on a chair for possible donation that allegedly belonged to Charles Flanders, a frequent patron of the Library and who passed away some years ago. Trustees and Library Director Sarah Cognata will reach out to family members to verify ownership.

New Officers:

- Tabled until next meeting.

Friends Report:

- Friends are not meeting in July and August.

Adjournment:

Adjourned at 8:10pm.

Prepared by Chris Laut on July 2, 2019. Next meeting is on July 10, 2019