



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING
Wednesday, July 7, 2021

Present: Chris Laut (through Zoom), Kevin Moran, Sue Clay, Michelle Brock, and Sue Clohecy
Library Director Sarah Cognata

Absent: Mary Saunders

Call to Order: Meeting called to order at 6:11 PM

Minutes: Sue Clay motioned to accept the June 9, 2021 meeting minutes. Sue Clohecy seconded. Unanimous approval. A schematic/layout of the Teen Space is to be included with the minutes.

Old Business:

COVID-19 Discussion:

- Sarah noted that the reopening went smoothly and the library is now open for browsing.
- The regular weekly/hourly schedule is now in effect. There was little pushback on the wearing of masks in the building. The return to evening hours begins in September.
- Curbside pickup numbers are down due to reopening but curbside still being offered.

Phone System:

- Issues still being looked into with the hunt group.

Teen Space:

- Haley is in the process of creating a budget.

Director's Report:

FY2021/FY2022 Budgets:

- Most of the FY2021 budget has been spent and there will be no penalty from the state if not all spent. Some monies will be returned to the town.
- Level funded budget includes 2% salary increases for FY2022 budget.

Grants:

- LSTA and CARES Act Grants are helping to purchase craft and STEM kits and these kits are being checked out and used.

Summer Reading Programs:

- Summer reading programs are up and running. Numbers are up so far.

Wi-Fi Hotspots:

- Looking to add five additional hotspots to the current two. MBLC will help pay for these until September 2022.

Maintenance:

- **Bat problem:** The one way bat door was removed on 6/18. Staff will continue to monitor and inform Freedom Pest Control if we see any more bats in the building.

Circulation:

- Sarah reviewed the circulation numbers for FY2021. Overdrive continues to increase and out of town borrowers numbers were reviewed.

Staff News:

- Cathy and Sharon will be offering Family Outdoor Story Time on the library lawn on Fridays at 10AM starting on Friday, July 9 until Friday, August 20. Story times will be cancelled if is raining as we are not allowing programs in the Meeting Room at the moment.
- Sarah has been appointed as the Clerk for MVLC's Executive Committee.

New Business:**Water Damage:**

- Sometime on or before 6/29, an HVAC unit in the attic failed and started to leak through. Water came through the wooden floor in the attic into the ceiling down onto a light fixture and below onto a table that held some Local History Room books (about 68 or so), and a portion of the carpet. All immediate repairs have been taken care of. Books have been sent to Belfor Property Restoration for the time being to assess and see if we can save any of them. MIIA, the town's insurance company, is coming out to take a look at the ceiling damage on 7/9.
- MBLC or town insurance may be able to pay for the book repairs. Town insurance will hopefully take care of all other repairs and ceiling restoration.

Friends Report:

- No meeting in July. Book Sale to be in September with donated books dropped off the week before.

Bill/Payroll Report:

- Discussed bills from HVAC unit issue.
- Baker & Taylor, book vendor, has been having issues on delivering books. Staff may be looking into new vendor.

Adjournment: Meeting was adjourned at 6:46 PM.

Sue Clohecy moved; Sue Clay seconded. Unanimous approval.

Prepared by Kevin Moran/Sarah Cognata on July 20, 2021

Next meeting: August 11, 2021 at 6 PM at the library