



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING

Held on Zoom due to COVID infection numbers

Wednesday, January 12, 2022

Present: Chris Laut, Mary Saunders, Sue Clohecy, Sue Clay, Michelle Brock and Library Director Sarah Cognata

Absent: Kevin Moran

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

Minutes: Sue Clohecy moved; Sue Clay seconded to accept the December 8, 2021 minutes. Unanimous approval.

Old Business:

American Rescue Plan Discussion:

- Sarah met with the new Town Administrator, Orlando Pacheco, who suggested that the upgrade to the HVAC system also be submitted to the Capital Improvements Committee.

HVAC Repairs:

- At Town Administrator's suggestion, Sarah will contact schools about their HVAC person.
- Trustees discussed whether we wait for town meeting approval of funds for repair.

Long Range Planning Discussion:

- Consultant used for last plan is no longer doing library consulting or planning sessions.
- Chris Laut spoke in favor of the benefits of a consultant.
- Sarah has investigated and found a likely person from Sage Consulting.
- She has completed long range plans in Wilmington, Wakefield, and Stoneham among others.
- Sarah will investigate cost and availability.
- Trustees suggested committee 2 Trustees (members different from last planning sessions), 2 staff, 2 Friends, 2 teens, and 2 or 3 from community, including Senior Center, to meet in March or April.

Director's Report:

Teen Space Grant:

- Check for \$5000 deposited in new grant account

- Sarah to begin investigation of shelf removal
- Trustees discussed need for volunteer help with move.

Local History Room Storage Closet:

- Shelving system to be ordered soon, still need installation help.

New Business:

FY2023 Budget:

- Trustees reviewed budget proposal submitted to them by Sarah
- Delay of Wage Classification Study is a problem. Maybe available end of January
- Town Administrator recommends submitting to Finance Committee a budget with usually 2% wage increase
- Trustees discussed with Sarah the probability that wage increases in line with Wage Classification Study recommendations will be ignored if Finance Committee has the 2% budget.
- Mary moved, Sue Clay seconded that The Library postpone submission of FY 2023 Budget until after the Wage Classification Study report. Meanwhile, Chris Laut will write a letter to the Finance Committee on behalf of the Trustees explaining our position. Unanimous approval.

COVID-19 Discussion:

- A staff positive COVID test in addition to staff emergency leave and planned absences contributed to lack of available staff for library the first week of January. Library was closed in the evening on Tuesday and Wednesday.
- MBLC will waive library hours requirements due to Omicron increase of cases
- Trustees discussed rolling back to previous COVID restrictions.
- Decided that mask mandate is working for now. Curbside pickup continues to be available for those who need it.
- Staff report no public pushback on the mask requirement.
- Trustees discussed future revisiting library hours to reflect the population working from home and the need for more morning or Thursday hours.

Monthly Reports:

Friends Report:

- Bought 3 tents, 2 craft-fair size, 1 larger
- Set date for Book Sale. Donations accepted starting March 30. Sale from April 8 to 11.
- Sending annual appeal letters through mail with February Electric Bill.
- Intend to buy portable microphone for use in outdoor programs
- Steven Puleo book talk scheduled for April 27 (*Voyage of Mercy*)

Adjournment: Meeting was adjourned at 8:20 PM.

Michelle moved; Sue Clohecy seconded. Unanimous approval.

Prepared by Mary Saunders on January 15, 2022.

Next meeting: February 8, 2022 at 7 PM via Zoom