



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING
Wednesday, July 13, 2022

Present: Mary Saunders, Kevin Moran, Sue Clay, Chris Laut, Michelle Brock, and Library Director Sarah Cognata, John Kuenzig, Reference Librarian Michele Augeri

Absent: Sue Clohecy

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

Minutes: Mary Saunders moves; Sue Clay seconds to approve the June 8, 2022 minutes. Unanimously approved.

Old Business:

Long Range Planning Discussion:

- We received 198 survey responses of which 189 were online. Director Sarah Cognata gave a PowerPoint presentation of the survey responses. Staff will meet August 1st to review and discuss the plan. Trustees will approve at their September 2022 meeting to ensure we get the plan in before the October deadline.

Director's Report:

Maintenance:

- Summer HVAC PM was completed; HVAC overflow sensor added. HVAC in good shape.
- Town awarded a weatherization grant - doors and windows have been sealed. Installed further insulation.

Wage Classification Study:

- This is not public information, yet. Findings will be presented at the next Select Board meeting on July 25, 2022.

FY 2022 Budget:

- Closed up this week with last bill warrant submission.

Staff News:

- Have a new library brochure that showcases our hours and services.
- Would like staff to attend town events for outreach purposes.
- Director Sarah Cognata will be on vacation July 23rd-26th.

Summer Reading Program Stats:

- Adults: 50 adults have signed up so far compared to 65 last year.
- YA: 18 teens have signed up so far compared to 26 last year.
- Children: 190 children have signed up so far compared to over 200 from last year.

Sue Clay moves to accept Director's Report; Mary Saunders seconds. Unanimously approved.

New Business:

Local History Room Items:

- Michele Augeri and John Kuenzig, Rare Books Assessor, attended. Mr. Keunzig has reviewed our list of historical books to provide his determination of value, with the assumption that everything was a complete book. He assigned retail values, by book. For the more expensive monographs, he cared about value. For the less expensive, he considered them as sales items at the Library book sales.
 - Michele Augeri - evaluated its worth to Georgetown and created a list for review of monetary value (theft, destruction, insurance).
 - Options: Digitize; sell some to provide preservation to ones we keep.
 - The initial George Peabody gift of books and the funds for the Library included instructions on running the Library.
 - John Kuenzig - Discussed obligations and options for resale. Different markets: reader market; collector market; local patron market. Most of what we have is in rough condition. We have a small group of books with value for the collector market (excellent condition and right edition).
 - Nine publications with most of the total value of our collection: Insure; protect; conserve = \$5,800 estimate
 - Mr. Kuenzig suggests consignment, which is a service he provides.
 - Should have a plan on how the proceeds of books sold will be used by the Library.
- Next steps: Closely review the collection and make recommendations for sale and use of proceeds. This agenda item will be brought up again at the October Trustees meeting.

Monthly Reports:

Friends Report:

- Date for next book sale: Friday, September 16 to Monday, September 19.
- Committing to providing \$3,000 for Cathy DeWitt's permanent story walk. Will close out restricted funds to add to the project with the rest coming out of regular garden funds.

Bills/Payroll Report:

- A majority of Ingram invoices to close out the FY22 book materials budget.

Adjournment: Meeting was adjourned at 9:08 PM.

Chris Laut moved; and Sue Clay seconded. Unanimously approved.

Prepared by Chris Laut on July 13, 2022.

Next meeting: August 10, 2022 at 7 PM.