



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING

Wednesday, October 12, 2022

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

Absent: Kevin Moran and Michelle Brock

Call to Order: Meeting called to order at 7:08 PM.

Minutes: Approval moved to next meeting.

Director's Report:

Staff News:

- Circulation Librarian: Pulled position after Finance Committee meeting approval of updated Library salaries. Trustees will attend the October Finance Committee meeting.
- The Finance Committee did not take up Thursday hours, but may do so at the next meeting.

CPC Project:

- Submitted last month to CPC and has been accepted. Eligible to submit for further review. Betsy Moran will lead the project.

Long Range Plan:

- Submitted and approved by MBLC. We can now submit for grants.

Wi-Fi Hot Spots:

- Very popular with over 100 circulations over the last two years. MBLC state grant is over which provided funds for five hotspots. We will purchase five to bring us back up to seven.

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

New Business:

Library Use Policy – Approve proposed updated policy:

- Six years since we last reviewed this policy. Chris Laut makes a motion to accept policy. Sue Clohecy seconds. Unanimously approved.

Mobile Hotspot Lending Policy – Approve proposed updated policy:

- A few updates: State requires patrons to be a certain age, but we will allow anyone with a Library card in good standing; new hotspots do not have filtering, which the state grant hotspots included.
- Sue Clohecy makes a motion to accept policy as written. Mary Saunders seconds. Unanimously approved.

Town FY24-FY29 Capital Plan – Discussion on additional projects to be added:

- FY2027 HVAC replacement and FY2028 carpet replacement.
- Ideas - Solar panels on roof and LED lights, Extend the Children's program room by taking more space from the Children's room (extend and move the wall to create a bigger room), or Paint internal of Library - foyer, lobby, and restrooms.

Holiday Party Discussion

- Staff is up for it. Usually on a Friday after Library closes.
- Options are Friday, December 2 or Friday, December 9.
 - Home COVID test prior to party.

Monthly Reports:

Friends Report:

- Made \$3,000 for book sale and an extra \$2,500 on one book: *The Very Hungry Caterpillar*, by Eric Carle. Katie Jones discovered the book for the Friends.
- Kathy Urner-Jones, Regina Tracy, and Amy Smith want Friends to run a Giving Tuesday campaign to raise funds for the Library.
- Friends are holding Tea in the Library this Saturday.

Bills/Payroll Report:

- Sue Clay signed all the bills recently.

Adjournment: Meeting was adjourned at 8:05 PM.

Sue Clohecy makes motion; Mary Saunders seconded. Unanimously approved.

Prepared by Chris Laut on October 12, 2022.

Next meeting: November 9, 2022 at 7 PM.