



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

## **MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING**

**Wednesday, January 11, 2023**

**Present:** Michelle Brock, Mary Saunders (via Zoom), Sue Clay, Sue Clohecy, and Library Director Sarah Cognata

**Absent:** Chris Laut, Kevin Moran

**Call to Order:** Meeting called to order at 7:07 PM.

**Minutes:** Sue Clohecy makes a motion to accept December 14, 2022 minutes. Michelle Brock seconds. Unanimously approved.

### **Old Business:**

#### **FY2024 Proposed Budget:**

- A slight change in the budget that led to a small decrease in the proposed FY24 budget from the original one reviewed and approved back in December. The original amount proposed was \$563,264; the new amount is \$561,832.
- FY24 budgets are due to the town by 1/16.
- No word on budget presentations yet, but the Finance Committee will be touring the library on Saturday, January 28.
- Michelle Brock makes a motion to accept the revised FY24 budget. Sue Clohecy seconds. Unanimously approved.

#### **Staff Continuing Education Funding:**

- Emails were sent out to all MVLC directors and then to all MA directors regarding professional development policies.
- Trustees reviewed two Professional Development Procedures as well as a document that lists what a few other Massachusetts libraries are currently offering or will be offering in the future.
- Sarah Cognata liked the Development Procedures from the Gleason Public Library in Carlisle to use as a sample for our policy.
- A draft policy will be presented at the Trustees February meeting.

#### **Director's Report:**

##### **Thursday Hours:**

- Thursday, April 6 will be our grand opening. The plan is to open on Thursdays from 10-5.

## **Maintenance:**

- **Flat Roof:** Due to the significant rainfall on 12/16, we had one ceiling tile come down near our Biography section. Two other tiles were taken down by a staff member as they were getting wet and would have fallen down eventually. The skylight issue started to act up by midday and a call was placed out to Aulson. They came out on 12/20 and repaired 11 holes on the flat roof. No rain leaked through those areas during the rain storm on 12/23 or other rainy days we have had since then. There was some leaking in the YA area on 12/23, but that is where the skylight connection happens.
- **Skylight:** Aulson hopes to work on the skylight in March, but if we have a warmer winter, possibly February.
- **Interior Painting:** Todd and Sarah are figuring out a date and time for him to come by to look at the area.
- **State Elevator Inspection:** Scheduled for 1/27.

## **Electric Vehicle Charging Stations:**

- Beginning on 12/19, initial work began outside for the wiring of the charging stations.
- They are due to return to install wiring through the building (i.e. from the staff breakroom into the electrical room).

## **MVLC news:**

- **Overdrive/Libby Changes:** As of January 4, patrons now will enter their library PIN to access their OverDrive/Libby account. All MVLC libraries implemented this change to improve security and to better protect patron privacy.

## **New Business:**

### **Programming Discussion:**

- Cathy Dewitt, Children's Librarian, discussed a Drag Queen Story Program for the Library. The Trustees felt there was not enough space at the library for safety reasons. Another venue will be looked by community members.

### **Teen Space:**

- Kyle Coston, Teen Librarian, took the Trustees on a tour of the space where the new area will be located. The new area would be where the new fiction, DVDs, and new non-fiction are currently located.
- Trustees agreed that this space should work well for the teens. Some shelving may be sold. The signs on the men's bathroom and woman's bathroom on the second floor will be changed to unisex bathroom.
- Kyle is close to fully spending the ARSL grant. At this time, we have a balance of \$231.93. A report to ARSL is due at the beginning of February which Kyle and Sarah will be working on.

## **Monthly Reports:**

### **Friends Report:**

- No report.

**Bills/Payroll Report:**

- Bills and payroll will be signed by Sue Clay starting January 30 through the middle of March. Kevin Moran is on vacation.

**Adjournment:** Meeting was adjourned at 8:10PM.

Sue Clohecy makes motion; Sue Clay seconds. Unanimously approved.

Prepared by Sue Clay/Sarah Cognata on February 6, 2023.

Next meeting: February 8, 2023.