



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

**MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING**  
**Wednesday, March 8, 2023**

**Present:** Michelle Brock, Mary Saunders, Sue Clay, Chris Laut, Sue Clohecy, Kevin Moran (via Zoom), Library Director Sarah Cognata, Aimee Hamelin, and Sue Law

**Absent:** None

**Call to Order:** Meeting called to order at 7:02 PM.

**Old Business:**

**Minutes:**

- Sue Clay makes a motion to accept the February 8, 2023 minutes. Sue Clohecy seconds. Unanimously passed.

**FY2024 Budget:**

- Sarah Cognata received less than 24 hours' notice for the Finance Committee meeting. She was unable to attend due to family commitment. Sarah Cognata spoke with the FinCom Chair prior to the meeting, who said they were aware of increases in budget. The FinCom has not asked any additional questions since the meeting.

**Thursday Opening in April – Discussion on Communication to Public:**

- Starting on April 6. Plan is to open from 10am-5pm. Staff is aware. Staff will plan to advertise and communicate Thursday opening soon. Friends will bring in refreshments and cookies on the first Thursday opening.
- Sarah has ordered the new banner. She is getting proofs of new magnets with hours. Sarah showed Trustees the proof of the new magnets, which Trustees all liked. Trustees will reach out to newspapers. Suggestions are to put on Cable TV and on Town Hall sign.
- Current staff all agreed to work on Thursdays. Five will work the full Thursday and one will work a half day.

**2023 Town Election Discussion:**

- Mary Saunders announced she is stepping down. Aimee Hamelin and Sue Law attended as interested parties to learn more about becoming a Trustee. Megan Lichty pulled papers, also.

## **Director's Report**

### **Maintenance:**

- **Interior Painting:** Todd completed interior painting of the lobby and first floor bathrooms. Payment came out of State Aid funds.
- **HVAC Winter PM:** Completed at the end of January. Everything is working great.
- **Elevator Inspection:** No update on re-inspection date.

### **Staff News:**

- Sarah will be discussing with Cathy, Michele, and Ruth about Sarah's maternity leave responsibilities. Sarah would like to have a discussion with Trustees at April meeting in regards to this.
- Library is once again participating in a "March Madness" reading competition on Beanstack with other libraries. Library is defending championship title from last year!
- Sarah and Michele Augeri are looking to provide a better acknowledgment of those who gave to the Library Construction Fund for the 2007 renovation and addition.

**EV Charging Stations:** No update as they are still not wired into the building.

**Town News:** The Town is currently undergoing an update to their ADA Self-Evaluation and Transition Plan. Consultants from The Institute for Human Centered Design visited the library on 2/15. Orlando will send us the final report.

### **New Business:**

#### **June 2023 Trustee Meeting – Request from Director to Change Meeting Date:**

- Date of meeting is Wednesday, June 14 - Sarah will be away on vacation and expects to go on maternity leave the week of June 19. Request to move to Wednesday, June 7. Trustees all agree to change. Sue Clay makes motion and Sue Clohecy seconds. Unanimously passed.

#### **Library Director Evaluation**

- We will pull the evaluation together for the April meeting.

### **Monthly Reports:**

#### **Friends Report:**

- Book Sale - People can donate beginning Wednesday, March 22 and the sale starts on Friday, March 31. The Friends are accepting gardening books right away.
- The Friends are trying to put together multiple local author events.
- Garden program on native plants on Saturday, April 15. The Friends are paying with a Cultural Council grant.
- Friends had Cathy DeWitt come in and talk about children's events.
- Joe Soucy of Modern Woodmen of America would like to do something with the Friends. A potential funding opportunity is the summer reading program.
- Once the outdoor Story Walk is installed, the Friends will throw a celebration.

#### **Bills/Payroll Report:**

- Sue Clay has been signing all month. The normal vendors and publishers were represented.

**Adjournment:** Meeting was adjourned at 7:50 PM.

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

Prepared by Chris Laut on March 8, 2023.

Next meeting: April 12, 2023 at 7 PM.