



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING
Wednesday, May 10, 2023

Present: Aimee Hamelin, Megan Lichty, Sue Clay, Chris Laut, Sue Clohecy, Kevin Moran, and Library Director Sarah Cognata

Absent: None

Call to Order: Meeting called to order at 7:01PM.

Old Business:

Minutes:

- Sue Clohecy makes a motion to accept the April 12, 2023 meeting minutes. Chris Laut seconds. Unanimously passed.
- Trustees welcome new Trustees Aimee Hamelin and Megan Lichty, and thank retiring Trustees Michele Brock and Mary Saunders.

FY2024 Budget:

- Sarah Cognata states the original amount requested was \$561,832. Georgetown approved \$551,832 (\$10k cut). This is workable for us. The cut came from our custodial and book budget line items. We will plan to use State Aid funds for both. With salary wage increases and Thursday hours, this is a good budget overall. Custodial is more than the past, but cleaning service is far superior than the past.

Construction Fund Donation Sign:

- The plaque will have purple lettering to match our signage scheme with a frosted acrylic as the base (32"x24"). It is in production now.
- We will use State Aid funds with the final amount at \$850.

Director's Report:

Maintenance:

- **Elevator:** Otis Elevator verified the phone line is working and the elevator certificate has been validated.
- **Skylight Repair:** Repairs complete and invoice (\$9,800) submitted to town's ARPA funds as of last month. The leaks have been resolved, for now.

Staff News:

- The Library has been awarded a Preservation Assessment Grant for \$4,600 from the MBLC.

The Library will engage with a qualified preservation assessor for site visit(s) and a formal Preservation Assessment report. This process will cultivate preservation skills among the library staff and the Preservation Assessment report will identify short-term and long-term preservation priorities from a third-party expert. Michele Augeri, Reference Librarian, applied for the grant. After this grant, we may apply for additional grants to assist with preserving the Local History Room collection.

- Sarah Cognata's maternity leave will start the week of June 19. She will return the week of September 18.

EV Charging Stations:

- They are live, but are displaying an odd message requiring an access code and incorrect contact information pointing users to the Library if there are any problems.

ADA Assessment Report:

- The Institute of Human Design conducted a review of all town public buildings, including the Library. In their report, they recommended upgrades costing \$38,694 for the Library. Our Town Administrator will apply for grants and this will be a town-wide initiative.

FY2023 Budget:

- There is a deficit of about \$12K of salaries due to opening on Thursdays, which will end up being transferred from the Finance Committee. Any other deficits will be taken out of our State Aid funds.

Sue Clohecy makes a motion to accept the Director's Report. Kevin Moran seconded. Unanimously passed.

New Business:

Election of Officers:

- Chair - Sue Clay
- Vice-Chair - Chris Laut
- Secretary - Aimee Hamelin
- Treasurer - Sue Clohecy
- Historian - Megan Lichty

Sue Clohecy makes a motion to vote for the slate. Kevin Moran seconds. Unanimously passed.

Monthly Reports:

Friends Report:

- The Library's StoryWalk® officially opened on Saturday, May 6th.
- They have upgraded their Friends' membership fees with new tiers.
- The Friends approved purchasing mulch for the gardens.

Bills/Payroll Report:

- Kevin Moran reviewed and signed all of the bills and payroll.

Adjournment: Meeting was adjourned at 8:08 PM.

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

Prepared by Chris Laut on May 10, 2023.

Next meeting: June 7, 2023 at 7PM.