



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

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

**Wednesday, December 13, 2023**

**Present:** Sue Clay, Kevin Moran, Sue Clohecy, Aimee Hamelin, and Library Director Sarah Cognata

**Absent:** Chris Laut and Megan Lichty

**Call to Order:** Meeting called to order at 7:04 PM.

**Old Business:**

**Minutes:**

- Sue Clohecy makes a motion to accept the minutes for the November 8, 2023 meeting. Kevin Moran seconds. Unanimously approved.

**Memorial Donation - Jim Saunders:**

- Everyone agrees to wait until Chris Laut is present at the next meeting to decide on further action.

**Director's Report**

**Open Positions/Staff News:**

- Savannah Barmore, the new Teen Librarian, starts the week of December 11. They were previously a Circulation Attendant at a library in Texas.
- Cathy Dewitt will be attending the Public Library Association Conference in Columbus, Ohio in April 2024. She was awarded a \$2,500 scholarship by the Massachusetts Library System as part of a selection for those who work in MLS member public libraries (in towns with 10,000 or fewer people).
- Employee reviews will be scheduled next month. Cathy will review Children's Room staff, and Lo will review Circulation Desk staff. Savannah will have a review after 90 days.

**Maintenance:**

- The snow blower was tuned up on 11/28.

Sue Clohecy makes the motion to accept the Director's Report and Aimee Hamelin seconds. Unanimously approved.

## **New Business:**

### **FY25 Proposed Budget:**

- On Saturday, January 6, the proposed FY25 budget will be presented to the town. Trustees are encouraged to attend.
- Last fiscal year budget changes included: salary increases and required increases to line items affected by the then new Thursday hours. This year there are changes to line items: book materials, network fees and salary/wages.
- Sue Clohecy makes a motion to approve the FY25 proposed budget. Kevin Moran seconds. Unanimously approved.

### **2024 Holiday Closings:**

- There were no bad reviews from the public after being closed the Saturday after Thanksgiving. On New Year's Eve, the Library will be open from 10-2 and close early.
- Sue Clohecy makes a motion to approve changes to the holiday closings for the 2024 calendar. Kevin Moran seconds. Unanimously approved.

## **Monthly Reports:**

### **Friends Report:**

- They renewed another museum pass for patrons and approved StoryWalk podium changes to help swap stories more often. An adult crafting program on Saturday, December 16 was funded by them.
- The Annual Appeal letter was approved and will be sent out in the February electric bill.
- They are working on social media outreach as well as outreach to businesses in town for support.
- Someone made a donation through the Cummings Foundation for \$2,000 and more details to come.
- Friends meetings will shift to the first Wednesday of each month at 6pm. The next meeting is on Wednesday, January 3.

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

- Book ordering has increased since last month.

**Adjournment:** Meeting was adjourned at 7:30 PM.

Sue Clohecy makes motion; Aimee Hamelin seconds. Unanimously approved.

Prepared by Aimee Hamelin on December 13, 2023

Next meeting: January 10, 2024 at 7:00 PM