



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING

Monday, June 24, 2024

Present: Chris Laut, Aimee Hamelin, Sue Clay, Megan Lichy, and Library Director Sarah Cognata

Absent: Kevin Moran, Sue Clohecy

Call to Order: Meeting called to order at 6:03 PM.

Old Business:

Minutes:

- Chris Laut makes motion to accept May 20, 2024 meeting minutes. Megan Lichy seconds. Unanimously approved

FY2025 Budget:

- Special Town Meeting happening this evening, June 24. Sarah Cognata met with Town Administrator Orlando Pacheco who had met with the Finance Committee.
- Orlando is in agreement there will be no cuts to salaries. Cut to expenses will not be an issue and there is no State Aid problem. The plan is to have a 2% COLA increase for salaries instead of 3%.
- Megan Lichy makes a motion to accept the revised FY2025 Budget. Aimee Hamelin seconds. Unanimously approved.

Director's Report:

Maintenance:

- Spring HVAC PM conducted on 5/28 and 6/18.

Janitorial Services:

- Sarah Congata conducted a walk through with the new janitorial company, City Wide Facility Solutions. They will start July 1st. Sarah Cognata will talk about snow removal with them at a later date.

Staff News:

- **Part-Time Reference Librarian:** Six prospects sent in resumes during the six-week posting and two look good. The interviews will begin next week. Employee who may job share with part-time position is taking FMLA on Mondays and Wednesdays, which will end at the end of the summer. Town Counsel is aware of all the circumstances.
- **Circulation Librarian:** Position has been filled by Olivia Gavriel. Olivia worked as a Public Services Specialist at the North Olympic Library System in Washington before moving back to New England where she was a Librarian/Theatre Teacher at Lowell Catholic High School. This

position is on probation for 90 days, after which, there will be a review.

- **FY24 Budget (Transferring Funds):** The Finance Committee approved the transfer of budget from salaries to expenses on 5/22. FY2025 starting in two weeks. \$1,800 left for next week.
- **Summer Reading Programs:** Eighty-one children, sixteen teens, and forty-five adults are signed up.
- **Lobby Bookshelves:** No update currently.
- **FY24 Circulation:** Already surpassed last year's circulation statistics and people visiting the Library stats.

Megan Lichty makes a motion to accept the Director's Report, Sue Clay seconds motion. Unanimously approved.

New Business

Trustee Vacancy:

- The process is a joint meeting between the Board of Selectmen and the Trustees in which both bodies vote on the open position. The filled position would then be on the ballot in the next Town election for a two-year term. Chris Laut will need to provide the Town Clerk with a letter of resignation. Cathy Dewitt and Sharon Broll will assist the Director with recruiting.

Library Lawn Event Request:

- Georgetown Moms group wants to host an animal petting event. They will collaborate with the Library for advertising, but the Georgetown Moms group would run the event. Sarah will let Town know there is an event on the lawn as an FYI.
- Chris Laut makes a motion to approve the petting zoo event for the Georgetown Moms. Megan Lichty seconds motion. Unanimously approved.

Monthly Reports:

Friends Report:

- Friends are not meeting in July, but they will meet in August to discuss organizing for the Book Sale in September.
- They will have a discussion about Books in Bloom and author events.
- Friends had a Goats to Go Yoga charity event, which raised \$300.

Bills/Payroll Report:

- Gearing up for the end of FY24 warrants and the start of FY25 warrants.

Adjournment: Megan Lichty makes a motion to adjourn; Chris seconds motion. Unanimously approved. Adjournment at 6:42 PM.

Prepared by Chris Laut on July 9, 2024

Next Meeting: July 15, 2024 at 7:00 PM.