



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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING
Monday, April 28, 2025

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

Absent:

Call to Order: Meeting called to order at 7:00 PM.

Adjournment:

Sue Clohecy makes the motion that we close the regular session of the Library Trustees April meeting. Megan Lichty seconds. Unanimously approved. Adjournment at 7:02 PM.

Executive Session:

At 7:02 PM Sue Clay moved that an Executive Session be opened to discuss strategy with respect to litigation (Augeri v. Town of Georgetown, MCAD Docket No. 16C-2025-00433). Roll call vote: Sue Clay, aye; Erin Wormell, aye; Aimee Hamelin, aye; Kevin Moran, aye; Sue Clohecy, aye; Megan Lichty, aye. Unanimously approved.

- Sarah provided an update from the investigative process.

At 7:14 PM Sue Clohecy makes the motion to close the Executive Session meeting. Megan Lichty seconds. Roll call vote: Sue Clay, aye; Erin Wormell, aye; Aimee Hamelin, aye; Kevin Moran, aye; Sue Clohecy, aye; Megan Lichty, aye. Unanimously approved.

Sue Clohecy makes a motion to open the regular meeting at 7:15 PM. Megan Lichty seconds. Unanimously approved.

Old Business:

Minutes:

- Sue Clohecy makes a motion to accept March 24, 2025 meeting minutes as submitted. Megan Lichty seconds. Unanimously approved.

FY26 Budget:

- The town has a budget fair upcoming on Wednesday, April 30th from 4-6 at Penn Brook elementary school to provide more information to the public.

Charitable Entity Discussion:

- An administrative review for the estate of Sara H. Bean will happen on May 8th at the Lawrence District Court. No hearing is scheduled afterwards thus far.

Library Director Evaluation:

- Sarah's evaluation was excellent.
- If the override does pass, Sarah is hopeful that Cathy can proceed with a children's programming room. Capital projects are also upcoming in the next several years, HVAC and carpet replacements.
- If the override fails, much time will be spent advocating for the library's needs in light of its possible closure.

Library Director's Contract:

- Might need to adjust the severance package details for Sarah if the override fails.

Director's Report:

Program Updates:

- **Minute Madness:** 87 people read 124,592 minutes in March, but we did not beat Holbrook to advance to the Championship week. Bedford ultimately won against Holbrook.
- **Children's Clothing Swap:** Over 40 people came to swap clothes at the event. Any extra clothes were donated to: Community Giving Tree in Boxford. Mary and Cathy hope to repeat this in the fall with winter clothing/boots.
- **Escape Room Program:** Olivia is planning another escape room event for June and will be offering one session for adults on June 20th and one for the teens on June 24th. Teams will be made up of 3-6 people and 7 groups will compete against each other for the best time to win gift cards. The location has been tightened to just the meeting room instead of the whole building.

Library/Staff News:

- Olivia and Mary have interfiled the entire adult fiction section now. The next phase in the project is to add genre labels much like our teen and children's collections.
- The large print collection will now have more room to space out and add more titles. Lo is weeding while shifting non-fiction where the mystery/sci-fi/romance collections were located. Ruth is also assisting on her days.
- Sarah attended an Equity 101 training for MVLC Directors and Assistant Directors at the Wilmington Memorial Library on 4/10. M'balu Bangura, the Director of Equity and Fair Practice at Enoch Pratt Free Library in Baltimore spoke about equity-centered leadership. She was named the 2023 Library Journal Mover and Shaker for her excellent work in creating diverse and inclusive cultures at libraries. This workshop was for management to focus on equity leadership styles to encourage all employees to feel respected and included.

Maintenance:

- **Fire Alarm Panel:** The panel was replaced on 4/9. The invoice hasn't arrived but it will be paid from State Aid funds.
- **Water damage:** The water damage to the ceiling in the fireplace area was caused by a small leak on a condenser pipe. Premier replaced the HVAC pipe on 3/24. Insurance claim was filed on 3/25 and the adjusters came to take pictures on 3/26. Ceiling repairs aren't currently scheduled.

Technology:

- **MVLC Mobile App:** The new customizations on the app were updated on 4/8, including the self check-out option.

CPC Project (Storage Attic Renovation for Georgetown Historical Society):

- ULINE chrome wire shelving units have been installed by Mary from GHS. A table has been purchased and several boxes are already in the storage room.
- GHS will request funds for archival boxes from Awesome Georgetown rather than using CPC funds.

IMLS Updates:

- **3/28 update:** The IMLS Board sent a letter to IMLS Acting Director Keith Sonderling with the Board's determination that "the Museum and Library Services act of 2018, as codified in Title 20 of the U.S. Code outlines specific statutory mandates that cannot be paused, reduced, or eliminated without violating Congressional intent and federal statute."
- **4/1 update:** The entire staff of the Institute of Museum and Library Services (about 75 people) were put on administrative leave as a result of President Trump's Executive Order 14238. The American Library Association and EveryLibrary have observed that "without staff to administer these programs, it is likely that most grants will be terminated." MBLC gets \$3.6 million from IMLS' Grants to States Program.
- **4/3 update:** Several states have received letters stating that their IMLS grants have been eliminated. The MBLC has not received official notice yet that the Grants to States Program has been terminated, but anticipates that it will be coming. With continued uncertainty about general funds and fiscal 2026 rapidly approaching, the MBLC must take steps to minimize the risk of incurring expenses that may not be reimbursed by IMLS.
- Below are the services that will be eliminated immediately.
 - Explore Grants that were awarded in February to 18 libraries.
 - Twelve Perkins Accessibility training sessions open to all members of the library community. The sessions, designed to increase library accessibility for people with disabilities, included topics like creating accessible web content and multimedia, creative accessible documents, and writing about people with disabilities.
 - Access to training and continuing education for all library directors, staff, trustees, Friends of the library groups, and foundations made possible through statewide memberships in United for Libraries, the Association of Library Trustees, Advocates, Friends and Foundation, and the WebJunction Learning Place for Libraries.
 - A grant to the Department of Corrections and funding for MBLC's Manga Book Collection that served the Department of Corrections and County Jail libraries. The program allowed the MBLC to collaborate with librarians working in prison and jail libraries across the Commonwealth.
- **4/17 update:** Massachusetts Attorney General Andrea Campbell joined AGs from many states in a lawsuit against the Trump Administration to protect libraries and museums. An initial hearing in the case will take place before chief judge John J. McConnell in the District Court of Rhode Island on Friday April 18.
- Thanks to the careful extensive planning by MBLC staff, statewide databases, ComCat, and the platform that make statewide eBook sharing possible will continue uninterrupted for the remainder of the fiscal year (ending June 30, 2025). This allows some time for legislative efforts and potential legal pushbacks to play out.

FY25 Budget:

- Spending is going well. \$11,000 from the salary budget line will be transferred to the expense line items to make up the difference after May 1st.
- More people in the building per day than last year. Over 30,000 visitors in FY25.

Sue Clohecy makes a motion to accept the Director's Report. Erin Wormell seconds the motion. Unanimously approved.

New Business:

Safe Child Policy - Approve proposed update policy:

- The state changed their unattended child policy so we too will be changing ours. Unattended children have to be 10 to be by themselves. Sarah lowered the age of supervising adults of a child to 14. Cathy and Sharon approved.
- Sue Clohecy makes a motion to accept the updated Safe Child Policy. Megan Lichty seconds the motion. Unanimously approved.

Library Use Policy - Approve proposed updated policy:

- Megan makes a motion to accept the revised Library Use Policy. Sue Clohecy seconds. Unanimously approved.

Box Tree Moth Survey - Approve bucket trap to be placed in garden:

- There is a request for a bucket trap to be placed in a boxwood in the Eagle Scout garden outside the children's room by a plant health safeguarding specialist from the USDA from June to October.
- Megan makes a motion to accept the box tree moth bucket trap. Sue Clohecy seconds. Unanimously approved.

Monthly Reports:

Friends Report:

- Books in Bloom planning. Annual Appeal is very successful thus far.

Bills/Payroll Report:

- All as usual.

Adjournment: Sue Clohecy makes a motion to adjourn. Erin Wormell seconds the motion. Unanimously approved. Adjournment at 7:39 PM.

Prepared by Aimee Hamelin on April 28, 2025
Next Meeting: May 19th, 2025 at 7:00 PM.