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

MINUTES OF THE GEORGETOWN PEABODY LIBRARY TRUSTEE MEETING

Monday, August 31, 2026

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

Absent: Erin Wormell

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

Old Business:

Minutes:

- Sue Clohecy makes a motion to accept June 29, 2026 meeting minutes as submitted. Jacquelyn Conforti seconds. Unanimously approved.

Children's Room Renovation:

- The first listening session was held on Monday, August 17 with great discussion and feedback among attendees. The Children's Reno Room Pre-Campaign Team will meet on Monday, September 14 to synthesize the feedback received and plan next steps.

Director's Report:

Library/Staff News:

- **Library Page:** Liana Nakatsugawa resigned effective July 21 as she is heading off to college. Dylan DeMars was hired as our new Library Page and he started the week of July 27.

Donation Drives:

- Community Giving Tree hosted a board book drive here from the end of July to August 21. 177 board books were donated! We are hosting another donation drive with Merrimack Valley Public Health Alliance (MPVHA). MVPHA serves Newbury, Newburyport, Amesbury, Groveland, Georgetown, Merrimac and Rowley. Items to be collected are gently used clothing, crib sheets, blankets & shoes (newborn-2T), board books/picture books, new & unopened diapers, wipes, formula, gently used toys (clean and all parts present). All donations will be made available to attendees at MPVHA'S upcoming community baby shower on Saturday, September 26 at Amesbury High School.

Maintenance:

- **HVAC System:** Chris from Premier Mechanical reached out on 7/8. Pricing has been prepared for both the RTUs and the furnaces. They won't be able to use heat pump type furnaces because of the existing line sets but can use high-efficiency conventional units instead. They'll need their electrician to evaluate the existing breakers and wiring to determine what will need

to be reconfigured. Jason Rych from Rych Connection viewed the breakers in the Electrical Room on 8/6 and the HVAC rooftop units.

- **Staff Entrance Vestibule:** Paid the town's water damage deductible of $10K out of the Peabody Fund. This was the water damage due to the ice dam back in the spring. MIIA issued payment to ServiceMaster for the balance.

ARIS/State Aid Reports:

- The ARIS report was submitted to MBLC on 8/10. Overall trends include:
  - slight increase in traditional physical holding and continued levels of use for these collections;
  - increase in physical programs (534 vs 491), but a slight reduction in attendance to these programs (4,631 vs 4,932);
  - slight reduction in visitors to the library (35,172 vs 36,118).
- ARIS collects library statistics for both the State and Federal governments. The MBLC uses this data as a factor when calculating State Aid awards.
- The State Aid/Financial Report is due to MBLC in early October and Sarah is working on it.

Summer Reading Program:

- Our summer reading programs for kids, teens, and adults finished on August 14th.
  - Children's – 156 kids signed up (last year's signups: 112)
    - Increase likely due to Cathy's ability to send summer reading information to the schools.
  - Teens – 34 teens signed up (last year's signups: 28)
  - Adults – 72 adults signed up (last year's signups: 77)

MVLC News:

- **Email System:** Staff emails were transitioned to Google Workspace on 6/27. The MVLC Technology Services team attended the August staff meeting on 8/7 to conduct a brief presentation on Google Workspace tips and tricks and then left time for staff to ask questions.
- **ILS System:** Go-live date with Evergreen will be Thursday, April 8, 2027.

Sue Clohecy makes a motion to accept the Director's Report as submitted. Jacquelyn Conforti seconds. Unanimously approved.

<u>New Business</u>:

Water Damage to Adult Fiction section and First floor staff room:

- On 7/13, the Library experienced massive water damage from a leak within our sprinkler system in a storage area on the 3rd floor. Water leaked down to the 1st floor staff room damaging the ceiling, carpet, and many adult fiction books. Over 400 fiction books were damaged. Huge kudos to the staff for quickly removing all of the dry books in that section while Sarah made phone calls.
- Thanks also to the Georgetown Fire Department who came immediately to shut off the water, found the source, and provided tarps. DAS Fire Protection fixed the issue quickly and ServPro ripped up the carpet, placed fans down, etc.
- The town's insurance adjuster came on 7/14 to inspect. DAS Fire Protection said it was a pinched gasket on a coupling installed years ago and held pressure until the gasket finally let go. It was in such an awkward position in the attic that even during a rough visual inspection you would never see it. Ceiling, carpet, lighting, etc. will need to be removed and replaced.
- Mark Stephenson from Blue Kangaroo Packoutz came on 7/27 and 7/30 to view the space and gather information on packing out the Adult Fiction collection and the 1st floor staff room so demo work from ServPro and then restoration work from ServiceMaster can begin. The pack

out began the week of August 24 and will take 10 days.
- There is now a small collection of adult fiction titles based on high circulation stats that is located on the shelves next to the DVD collection so patrons will have a chance to 'browse' some adult fiction titles while the rest are in storage during the demo/restoration work.

Staff Professional Development request:
- Cathy DeWitt is attending the Association for Literacy to Children's National Institute conference in Buffalo, NY on October 1-3. The amount requested is $1,176 – the registration and hotel fees.
- Sue Clohecy makes a motion to reimburse Cathy for $1,176 for this conference. Jacquelyn Conforti seconds. Unanimously approved.

Monthly Reports:

Friends Report:
- Listening session for proposed Children's Program Room Renovation took place on Monday, August 17. Fall Book Sale is September 16 through 19th. Donations start on September 10. Wednesday, October 7 at 6:30PM is their Annual Meeting to vote on board members and revised bylaws. Journalist Philip Eil is doing an 'A.I. and Misinformation' presentation at the October meeting.

Bills/Payroll Report:
- All as usual.

Adjournment: Sue Clohecy makes a motion to adjourn. Jacquelyn Conforti seconds the motion. Unanimously approved. Adjournment at 7:37 PM.

Prepared by Aimee Hamelin on August 31, 2026
Next Meeting: September 28, 2026 at 7:00 PM.