

**GROTON PUBLIC LIBRARY
LIBRARY BOARD MEETING**
Wednesday, March 16, 2016
Groton Public Library
7:00 p.m., Director's Office

- I) Call to order

- II) Roll call

- III) Public Comments

- IV) Communications

- V) Approval of minutes of the February 17, 2016 Library Board meeting.

- VI) Review of February statistics

- VII) Director's Report
 - A. Budget Update
 - i) Budget public hearing is scheduled for March 29.
 - ii) Town Council budget session for the Library budget is scheduled for April 11.
 - iii) RTM dates have not yet been established.

 - B. *Looking Forward, Giving Back* - Building Renovation Update
 - i) The Library received \$2,500 from the Charles B. Allyn Foundation to defray the costs of the exterior book drop.
 - ii) Library and Fairview staff held a joint thank you celebration on February 22 for Groton Utilities and Eversource for their Neighborhood Assistance Act donations. Thank you to the Board members who were able to attend.
 - iii) Staff met with IT to plan the temporary relocation of computers during building renovations.

 - C. CT Sub Century
 - i) The Library has incorporated the #submarine proud hashtag campaign into postings on Facebook by highlighting staff that have family members who have served in the submarine force. The first post in this series was one of our most "liked" posts ever.
 - ii) Plans are nearly finalized for the 4-part lecture series at Avery Point on April 20, May 4 and 18 and June 1.
 - iii) *Dining in the Deep* is an opportunity to learn about food service on a submarine. 12 lucky drawing winners will visit a Virginia Class Submarine Galley Replica Trainer and also watch food prep and dine there on March 30 at 11:30 p.m.
 - iv) Family Day at the Submarine Force Museum is planned for July 13 from 1:00 to 3:00 p.m. Librarians

from area libraries will offer story times and crafts.

D. Library Activities

- i) The Library hosted the monthly management team meeting on March 2. Shawn Greeley gave a presentation about GMTV.
- ii) The Library arranged for two sessions led by a Constant Contact expert. One was for Town staff and the other was open to area nonprofits. We are investigating the use of Constant Contact for our monthly newsletter.
- iii) Reminder – Edible Books Festival will be held on April 3.

E. Director's Activities

- i) Two of the dates planned for CT Sub Century lectures conflict with Library Board Meetings; a discussion of possible solutions is needed.
- ii) Attended Circle of Friends meeting and discussed fundraising opportunities.
- iii) Participated in two grant review sessions at CT Humanities.

F. Personnel

- i) A librarian has announced her retirement effective June 3. A request to fill the position has been submitted to HR.

VIII) New Business

IX) Old Business

X) Adjournment