

**GROTON PUBLIC LIBRARY  
LIBRARY BOARD MEETING**  
Wednesday, March 15, 2017  
Groton Public Library

7:00 p.m., Director's Office

- I. Call to order: The meeting was called to order at 7:09 p.m. by Marie Shaw.
- II. Roll call: Betty Anne Reiter, Katherine Brighty, Rosemary Duval-Arnould, Lenore White, Susan Kietzman, Pennie Fox and Marie Shaw, Excused: Laurel Butler and Ranjna Bindra.
- III. Public Comments: None
- IV. Communications: A phone call from CLA (Connecticut Library Association) was received by the director asking permission for the CLA to staff a table at the March 22 event asking for support for the Connecticut funding by the State Legislature. The board agreed that CLA could set up a table in the refreshment area during the event.
- V. Approval of minutes of the February 15, 2017 Library Board meeting: A motion to approve the minutes was made by Susan Kietzman and seconded by Katherine Brighty. The minutes were approved.
- VI. Review of February statistics: The statistics were steady across the board comparing February 2016 to February 2017.
- VII. Director's Report:
  - A. Library Activities
    - i. Library Director activities:
      - Participated in meeting of the Advisory Council for Library Planning & Development.
      - Attended the Circle of Friends meeting on February 21. We have been working on a new membership model which will be unveiled soon.
      - Met with Greg Hanover, Eileen Cardillo and Shawn Greeley on February 22 to plan the studio lighting project funded by the Neighborhood Assistance Act.
      - Took part in the Outside Agencies review meeting on February 23.
      - Met with Public Works on February 24 to plan the 2017 Arbor Day celebration.
    - ii. An exhibit and programs honoring the centennial of US involvement in WWI took place throughout February. The programs were attended by over 200 people.
    - iii. 239 people attended Take Your Child to the Library Day on February 4.
    - iv. The 1705 founding document was treated by the Northeast Document Conservation

Center (NEDCC) and returned on February 27. A high-resolution image was framed and archival storage was provided for the original.

- v. The Library began issuing passports on February 1 and \$658 has been collected. (Passport fees minus shipping costs.) Update: a little more than \$1200 has now been collected.
- vi. The upgraded public online catalog became available on February 1. Additional improvements are planned in the coming weeks based on input from users.
- vii. Renovation Project
  - o The Town has provided the contractor with a punch list and we are waiting for them to finish the project.
  - o A second exterior return box was installed on February 17 to accommodate media returns. The Kingsley Company provided the return at no cost to the Town in acknowledgement of their mistake in calculating the capacity of the original book return.
  - o The library has received a \$5000 grant from the Connecticut Humanities Steps Program to purchase archival materials for the History Room.
- viii. The Bill Library has voted to leave the SIRSI consortium.

**B. Budget**

- i. The Town Manager's budget figure for FY2018 is \$1,648,049. This is a reduction of \$1,951 from FY2017 and \$5,016 less than the Director's proposed budget.
- ii. The Town Council's public hearing for the budget will be held on March 29 at 7:00 p.m. at the Senior Center.
- iii. The Library's budget will be considered by the Town Council on March 30 at 6:00 p.m. at the Town Hall Annex.
- iv. The RTM public budget hearing will be held on May 1 at 7:00 p.m. at the Senior Center.

VIII. New Business: None

IX. Old Business

A. Discussion of plans for March 22 celebration for grand opening of newly renovated areas.

B. Reminder: The 11<sup>th</sup> Annual Edible Books Festival is scheduled for April 2 at 1:15 p.m.

X. Adjournment: A motion to adjourn was made by Pennie White and seconded by Lenore White. The meeting was adjourned at 8:25.