

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

- I) Call to order: The meeting was called to order 7:02 at by Marie Shaw.

- II) Roll call: Betty Anne Reiter, Rosemary Duval-Arnould, Susan Kietzman, Sean McKenna, Pennie Fox, Ranjna Bindra, Marie Shaw, Lenore White. Excused: Laurel Butler, Katherine Brighty

- III) Public Comments: None

- IV) Communications: None

- V) Approval of minutes of the February 17, 2016 Library Board meeting. A motion to approve the minutes was made by Lenore White and seconded by Pennie Fox. The minutes were approved.

- VI) Review of February statistics: There are slight differences in the statistics from March of 2015. The children print circulation is down a few hundred books, perhaps due to the increased use of electronic devices. The number of programs has increased and attendance is up.

- VII) Director's Report
 - A. Budget Update
 - i) Budget public hearing is scheduled for March 29. This will be held at the Senior Center at 7:00 pm.
 - ii) Town Council budget session for the Library budget is scheduled for Saturday, April 9 at 9:00 am at the Town Hall Annex.
 - iii) RTM date is May 9 at 7:00 pm at the Senior Center.

 - 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. The Board will sponsor an entry. Pennie Fox will submit the entry form.

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. The Board has decided to reschedule the April meeting from April 20 to April 27. The May meeting will be cancelled. The Board will attend the budget hearings at both the Town Council and RTM levels.
- 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. Position has been advertised with a closing date of April 5, 2016.

VIII) New Business: None

IX) Old Business: None

X) Adjournment: A motion to adjourn was made by Susan Kietzman and seconded by Sean McKenna. The meeting was adjourned at 7:53.