

GROTON PUBLIC LIBRARY
LIBRARY BOARD MEETING
Wednesday, January 18, 2017
Groton Public Library
7:00 p.m., Director's Office

- I. Call to order: The meeting was called to order at 7:03 pm by Marie Shaw.

- II. Roll call: Betty Anne Reiter, Catherine Brighty, Rosemary Duval-Arnould, Lenore White, Susan Kietzman, Pennie Fox, Marie Shaw. Excused: Laurel Butler.

- III. Public Comments: None

- IV. Communications: None

- V. Approval of minutes of the December 21, 2016 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 December statistics: There continues to be a slide in certain circulation figures, however, e-book and downloadable audio figures continue to grow.

- VII. Director's Report:
 - A. Library Activities
 - i. The Library's online catalog has been upgraded to SIRSI's new public interface, Enterprise. It provides faceted searching and fuzzy logic (i.e, did you mean – suggestions when a word is misspelled). This will bring a modern, updated face to the catalog.
 - ii. The submarine has been moved indoors for the winter months. It will be re-installed in the round planter in the spring.
 - iii. The Library Director attended the following meetings:
 - a. Met with CT Humanities to plan grant-funded programming based on themes of race and ethnicity to take place in spring, 2017.
 - b. Attended Advisory Board meeting for CT Center for the Book.
 - c. Attended meeting of the Advisory Council for Library Planning and Development. All library consortium catalog records have been added to the statewide database (findIT CT) but work continues on adding stand-alone libraries. They currently have 13 million records loaded and expect the final count to be around 20 million. Basic ILL functions should be available soon.

- d. Represented Library at December 18 Wally Lamb program at The Garde Arts Center.
- e. Attended a webinar, Limitless Libraries, and invited the Groton Schools to meet to discuss the concept of close collaboration between the school media centers and the public library explained in the online session.
- f. Met with the director of the LaGrua Center in Stonington to discuss working together on WWI programming.
- g. Accepted check for \$58,349.22 from Groton Utilities on Tuesday, December 27 through the 2016 Neighborhood Assistance Act program. The funds are earmarked for the conversion of GMTV studio lights to LED fixtures.
- h. The directors of the four libraries in our consortium met on January 11 to discuss issues Bill Memorial Library is experiencing with SIRSI.

B. Renovation Project

- i. Cabinetry has been installed in the local history room, print station and computer area. Some of the glass work has been completed.
- ii. Walls are painted and about half of the ceiling tiles are in place.
- iii. The Day reported about the progress of the project:
<http://www.theday.com/local/20161229/groton-public-library-renovations-taking-shape> (copy attached)
- iv. Carpeting is to be installed on January 16. The installation has been delayed due to delivery difficulties.
- v. We are working with the company that manufactured the exterior book drop after discovering that the advertised capacity is incorrect. The company has acknowledged the error and offered to supply a second book drop for media. The Town Engineer is determining whether we have space to accommodate the second drop. The original box will be modified to have a single chute for books .

VIII. New Business

- A. Plans for a celebration for the opening of the local history room and other renovated areas were discussed. The Board feels that it may be appropriate to plan a celebration in April, perhaps during National Library Week. This could be tied to a genealogy and family history workshop.

IX. Old Business

- A. Election of officers for 2017-18: A motion to approve the stated slate of officers was made by Lenore White and seconded by Katherine Brighty. The motion carried. The following officers were elected.
Marie Shaw – Chair
Susan Kietzman – Vice Chair
Laurel Butler - Secretary
- B. Board member vacancy – A potential candidate has begun the process with the Town Clerk
- C. Board members discussed and suggested edits to the proposed policies and fees for the local history room. The Director will incorporate their comments and distribute the revised documents for approval at the February Board meeting.

- X. Adjournment: A motion to adjourn was made by Pennie Fox and seconded by Lenore White. The meeting was adjourned at 9:00pm.

DRAFT