

**GROTON PUBLIC LIBRARY
SPECIAL LIBRARY BOARD MEETING**

Wednesday, October 15, 2014

Groton Public Library

4:00 p.m., Director's Office

- I) Call to order: The meeting was called to order at 4:02 p.m.
- II) Roll call: Marie Shaw, Katherine Brighty, Willard Welch, Lenore White, Susan Kietzman, Ranjna Bindra, Director Betty Anne Reiter.
- III) Public Comments: None
- IV) Communications
 - A) The 2014 ACLB Trustee Leadership Conference will take place on 10/24. Marie Shaw attended last year. Every library board has unique responsibilities, and this conference gives perspectives of other libraries. Any Board member can attend.
 - B) Town Clerk sent request to Marie Shaw for reappointment of Susan Kietzman and Pennie Fox. They noted their willingness to continue to serve.
- V) Approval of minutes of the August meeting: Motion to approve minutes made by Katherine Brighty, seconded by Susan Kietzman. The minutes were approved.
- VI) Review of August and September statistics
 - A) The form for statistics was revised in July. The form has been shortened.
 - B) It was noted that circulation is down which is a statewide trend. Ebook checkout numbers are up, but not enough to make up for deficit.
 - C) It was also noted that people come to the Library for social interaction and not just to check out books.
- VII) Director's Report
 - A) 200 people attended the Groton Public Library's Fifth Annual Local History Fair on Saturday, September 27. The fair included representatives from: New London County Historical Society, Groton Historical Society, Mystic River Historical Society, Indian & Colonial Research Center, East Lyme Historical Society, Leffingwell Museum, Hempstead House, Avery Memorial Association, Friends of Fort Griswold, Daughters of the American Revolution and others. Attendees were able to speak with representatives to discover what the organizations offer or just to reminisce about the "good old days." Displays featured old photographs, maps and other items that tell the story of each organization. Joseph Potter, Colonial American magician, performed sleight of hand and rope tricks.

- B) The Library is sponsoring the 5th Annual Ancestor Roadshow on Saturday, October 25, from 10 a.m. — 2 p.m. Members from the Connecticut Professional Genealogists Council will provide 30 minutes of free individualized advice to participants on how to get started in genealogy. Genealogists will also help more advanced researchers with specific problems in their family history. Irene Lambert, Master Graphologist, will analyze ancestors' handwriting samples and tell you what it reveals about them. Appointments are available from 10 a.m. - 1:30 p.m. Registration is required.
- C) The Director is working with the Town Attorney to finalize the Deed of Gift to acquire the Streeter collection of local history materials.
- D) Staff met with faculty from UConn Avery Point to plan a spring semester course that will provide students in a Public History class with hands-on experience working with local history artifacts.
- E) Cindy Wright and Kathy Greenleaf met with Client First to discuss the Library's software assessment. Cindy Wright is serving as project manager for the Library on this project. She also attended the discussion with the consultants regarding the Town's webpage.
- F) The Library is to receive a laptop from the Small Business Development Center. The program will start in December and will be publicized to the community. Patrons will be able to get one-on-one assistance from counselors. The Library is also working to bring in a series of courses working with the census. It will be of interest to planning professionals in the area.
- G) Junior Friends (under 13 years old) fundraiser will be held at Frogees. Activities have included making cards for veterans, outreach to the elderly, showing movies and selling baked goods. A note of appreciation from an elderly person who was an Adult Circle of Friends member was received by the group.
- H) The Way We Worked Smithsonian Exhibit will be a large display with audio and video. The opening is on November 7th at 6:00 p.m. Entertainment will be provided by the Coast Guard Wodwind Quintet. Grasso Tech will be providing food. The display will be located at the front where the DVDs are shelved and will extend to the magazine area. The display will be professionally installed.
- I) Cindy Wright, Michael Spellmon and Judy Kelmelis, along with staff from IT, participated in a conference call with a company that is preparing a proposal to develop a new interface for Groton History Online.

VIII) New Business

- A) 2015 Meeting Dates in packets. The meetings will be held on the third Wednesday of the month rather than the second Wednesday.
- B) Wendy Connal-Nicolaou is the new director of the Bill Memorial Library. A joint meeting of the Groton library boards will be held next year.
- C) Susan Kietzman was contacted by Richard Semararo who is concerned about the Circle of Friends group, and looking for input from the Board on how to energize it. The Circle of Friends may be eligible for some grants which the Library is not. Next week is National Friends of the Library week. Friends brochures will be available. Currently,

membership renewals go only to current members but no additional mailing is done. The Board will continue this discussion next month.

IX) Old Business

- A) Revision of the By-Laws: Motion to approve made by Katherine Brighty, seconded by Willard Welch. Discussion followed. It was decided to make further revisions. The motion to approve was withdrawn. Revisions are attached and will be put on next month's agenda.

- X) Adjournment- Motion to adjourn Pennie Fox, seconded by Susan Keitzman.

Respectfully submitted by,

Pennie Fox

Library Board Member

DRAFT