

GROTON PUBLIC LIBRARY
BOARD MEETING
Wednesday, December 12, 2012
Groton Public Library
7:00 p.m., Director's Office

- I. Call to order: The meeting was called to order by Marie Shaw at 7:05 pm.
- II. Roll Call: Betty Anne Reiter, Marie Shaw, Lenore White, Pennie Fox, Rosemary Duval-Arnould, Ranjna Bindra. Excused: Judy Leonard, Ellen Chiapperini, Susan Kietzman.
- III. Public Comments: None
- IV. Communications: Marie Shaw sent thank you notes to Shawn Greeley, Cindy Wright and Jennifer Miele for their informative presentations at the last board meeting.
- V. Approval of minutes of the November meeting: A motion to approve the minutes was made by Lenore White and seconded by Pennie Fox. The minutes were approved.
- VI. Review of November performance measures: Circulation and patron visits continue to be stable. Attendance at library programs has increased.
- VII. New Business: None
- VIII. Director's Report
 - A. Sally Freeland has announced her retirement; her last day is December 29. A reception will be held in her honor on December 19 at 3:00 p.m. We have requested to replace the librarian position with a library associate. The closing date for applications is January 11.
 - B. Proposals were received for a DVD self-checkout machine and have been evaluated. We will be working with LAT through CLC to purchase their product, the LAT allCirc Cube. Funding from the Sunup Foundation will cover most of the associated costs.
 - C. The One Book, One Region 2013 book has been chosen and will be announced in the spring. A CT Humanities grant will cover the author's travel expenses and PR/printing costs.
 - D. An organizational meeting was held to begin preliminary planning for the CT Humanities/Smithsonian collaboration, *The Way We Worked*, which the Library will host in November – December 2014. Programs will focus on all aspects of work and will involve local educational and cultural organizations as well as representatives of business and industry.

E. The book sale was held in early December. A \$2,387.35 profit was made. The money has been deposited to the Donation Trust Fund.

IX. Old Business

A. Continuation of discussion of raising interlibrary loan fees. Changes were proposed.

- 1) \$10.00 transaction charge per item borrowed from outside of Connecticut for non-Groton residents.
- 2) Overdue fines: \$1.00/day per item; maximum fine is the list price of the item.
- 3) Lost item: Billed to borrower at the cost determined by the lending institution. All borrowing privileges will be suspended until the bill is resolved.
- 4) A motion to approve the changes as read by the chair was made by Pennie Fox and seconded by Ranjna Bindra. The motion was approved.
- 5) The remainder of the fee schedule will be revisited at a future date.

X. Adjournment: A motion to adjourn was made by Lenore White and seconded by Pennie Fox. The meeting was adjourned at 8:30.

Respectfully submitted by,

Rosemary Duval-Arnould
Secretary