

**GROTON PUBLIC LIBRARY
LIBRARY BOARD MEETING**

Wednesday, December 16, 2015

Groton Public Library

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

- I) Call to order: The meeting was called to order at 7:00 pm by Marie Shaw.
- II) Roll call: Marie Shaw, Katherine Brighty, Rosemary Duval-Arnould, Susan Kietzman, Ranjna Bindra, Laurel Butler, Pennie Fox, Sean McKenna, Betty Anne Reiter and Lenore White.
- III) Public Comments: None
- IV) Communications: 3 appointment letters were received from the Deputy Town Clerk reappointing Rosemary Duval-Arnould and Katherine Brighty and appointing Sean McKenna to the Board.
- V) Approval of minutes of the November 18, 2015 Library Board meeting: A motion was made by Susan Kietzman to approve the November 2015 minutes. It was seconded by Sean McKenna. The minutes were approved.
- VI) Review of November statistics: The figures are very stable. Adult patron registration was down in relation to November of 2014. Children's registration was up.
- VII) Director's Report
 - A. Library renovation project
 - i) Quisenberry Arcari presented architectural plans and designs for interior finishes for the local history room, computer lab and public computer area. Final plans should be delivered to Public Works by the end of December. Construction should start by May 1 and be finished by October.
 - ii) The 2015 Neighborhood Assistance Act approved contributions were announced by the State of CT. GPL received \$56,118.46 from Groton Utilities and \$5,611.85 from Eversource.
 - iii) The library will have a budget reduction of the FY 2016 budget. Various accounts will be modified.
 - B. Book Sale News
 - i) The Library book sale (November 6- 10) raised \$3,167.25. The funds have been added to the Library's Donation Trust Fund.
 - ii) Book donations will not be accepted until the building renovations are completed since the book storage area will be used to house the local history collection during the construction period.

C. Personnel

- i) Kathy Greenleaf retired from her position as Administrative Assistant on November 27 after 32 years with the Library.
- ii) Linda Darrington, formerly with Public Works, has been hired as a Financial Assistant II and began work at the Library on December 14.

VIII) New Business:

IX) Old Business

- A. The Board was presented with a chart of fines levied in towns of a similar size to Groton. The fee schedule will be reviewed in January. We will also look at the cap which is placed on outstanding fines.
 - B. Proposal to introduce the new Town Council to the services of the Groton Public Library: An event was proposed to be held in conjunction with the Feb. 6 "Bring Your Child to the Library Day."
 - C. Update on "One Book, One Region": The director has been meeting with Connecticut College to plan programming. Most programming will be held in February and March to precede the April 4 appearance of the author Brian Stevenson at Connecticut College.
 - D. Programming is being planned in April and May by the library sub-committee to celebrate Connecticut Sub Century,
- X) Adjournment: A motion to adjourn was made by Pennie Fox and seconded by Katherine Brighty. The meeting was adjourned at 8:05.

Respectfully submitted by,

Rosemary Duval-Arnould
Secretary