

**GROTON PUBLIC LIBRARY  
LIBRARY BOARD MEETING**

Wednesday, December 20, 2017  
Groton Public Library  
7:00 p.m.

- I. Call to order: Marie Shaw called the meeting to order at 7:04 p.m.
- II. Roll call: Present: Betty Anne Reiter and Board Members Katherine Brighty, Barb Nagy, Marie Shaw, Susan Kietzman and Pennie Fox. Absent: Rosemary Duval-Arnould. Excused: Laurel Butler. Also present were Katie Whitescarver- Navy Liaison, Chuck Strand and Hali Keeler.
- III. Public Comments: None
- IV. Communications: A letter was received from the Town Clerk stating that Barb Nagy had been appointed to the Board.
- V. Approval of minutes of the November 15, 2017 Library Board meeting: Susan made a motion to approve the minutes. Katherine Brighty seconded and requested that the spelling of her name be corrected. Unanimously approved
- VI. Review of November statistics: A slight increase in circulation was noted, otherwise steady. The increase in You Tube viewership of GMTV programming continues. GMTV will be on Frontier next month which will make it available throughout the state. GPL saw an increase in use by Ledyard residents since their budget shortfall forced an alternate day schedule at their two libraries. An agreement was reached today that will allow both libraries to remain open although reductions in hours will still be required. We will watch to see if the trend continues. BorrowIt CT (Connecticard) may be cut from State budget as noted in latest announcements from the State.
- VII. Director's Report
  - A. Library Activities

GMTV delivered an economic development video on November 29. The video features aerial footage of Groton as well as highlights of businesses, recreational opportunities, historical sites, community activities, educational institutions and much more throughout Town in a visually appealing 4.5 minutes. The video is featured on the new economic development website: [www.exploremoregroton.com](http://www.exploremoregroton.com) Showed Economic Development video developed by Sean and Shane. The Board viewed this impressive 4 minute video.
  - B. Library Director activities
    1. Working with staff to address troubling patron behavioral issues. I have connected with Town Police who will offer a personal safety presentation to staff members.
    2. ABCMouse.com, an award-winning online curriculum for young children, is now available on the computers in the children's room.

3. Met twice with Conn College staff to identify potential titles for the 2018 One Book. The short list has now been forwarded to committee members for evaluation.
  4. The Director previewed two new formats which are designed to improve circulation: Packets of books for children – check out bags with themes (trains, dinosaurs, princesses, etc.) for ease of use by parents and Binge Boxes of 3 – 5 movies by theme.
  5. Library Board membership update: Three residents (Marilyn Comrie, Hali Keeler and Chuck Strand) have applied for openings on the Board. One vacancy is still available. Katie Whitescarver has agreed to be the liaison to the Navy community.
  6. A potential CIP project for the FY20 budget is to place RFID tag on all items and to purchase the related hardware and software. This would provide the ability to automatically checkout multiple items, by laying item on a pad. Staff is aware of issues with human error at the self-checkout meaning that not all items are checked out. RFID would also provide additional security for the collection.
- C. Circle of Friends
1. The COF meets regularly and are trying to reinvigorate the group.
  2. The Junior Circle of Friends purchased a water fountain and water bottle refill station for the Library. The water is filtered and chilled, and a screen displays the number of plastic water bottles saved from landfills by being refilled. They are selling stainless steel water bottles as a complement to the new fountain.
- D. Building Activities
1. Furniture for the local history room has been installed. We are awaiting delivery of the correct map cases and installation of the final locking book case.
- VIII. New Business
- A. Nomination of officers for 2018.
1. The following slate was moved by Susan Kietzman and seconded by Barb Nagy:  
Chair-Marie Shaw  
Vice Chair-Katherine Brighty  
Secretary- Laurel Butler
- B. Update on the Library's local history collection and tour of the room with librarian Michael Spellmon.
- IX. Old Business
- A. Reminder: The January 17 meeting will be held at 4:00 p.m.
- B. Investigate saving a truncated library card number or patron-selected number in the system for ease of use. Katherine Brighty raised this issue for the second time on behalf of a community member. Possible solutions will be explored during the Library's next quarterly call with SIRSI.
- X. Adjournment: Barb Nagy moved to adjourn at 7:57 and Katherine Brighty seconded. Agreed unanimously.