

**GROTON PUBLIC LIBRARY  
LIBRARY BOARD MEETING**  
Wednesday December 21, 2016  
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: Betty Anne Reiter, Marie Shaw, Ranjna Bindra, Katherine Brighty, Rosemary Duval-Arnould, Laurel Butler, Lenore White, Susan Kietzman and Penelope Fox.
- III. Public Comments: None
- IV. Communications: None
- V. Approval of minutes of the November 16, 2016 Library Board meeting. A motion to approve the minutes was made by Laurel Butler and seconded by Susan Kietzman. The minutes were approved.
- VI. Review of November statistics: Children's programming was down due to the lack of a major Saturday event in November. Facebook Friends have increased as well as the circulation of eBooks and downloadable audio books.
- VII. Director's Report
  - A. Library Activities
    - i. The Library received \$500 from the Mystic Rotary to support the Book Buddies program.
    - ii. A local resident donated a gift of stock to the Library's endowment at the Community Foundation of Eastern Connecticut.
    - iii. The Library received \$58,349.22 from Groton Utilities via the 2016 Neighborhood Assistance Act program. The funds are earmarked for the conversion of the studio lights to LED fixtures.
    - iv. The Library's monthly newsletter was redesigned with the help of a new employee with graphic design experience.
    - v. The Library Director attended the following meetings:
      - a. Met with Connecticut College administrators on November 9 to plan One Book, One Region 2017.
      - b. Attended Sub Century Committee final gathering at Par 4 on November 17.
      - c. Participated in conference call on November 22 with State Library consultant about the future of deliverIT (formerly Connecticar) which transports library

materials among libraries throughout the state.

- d. Worked with Trillium Garden Club and Parks and Rec Department about the planter in front of the Library. P & R will remove the existing plantings this fall/winter and Trillium will re-plant and manage upkeep of the garden.
- e. Participated in training for the major integrated library system update expected in January. The update will improve search capabilities for library patrons.
- f. Organized "Southeastern CT Libraries Celebrate Wally Lamb." The kickoff event was held at The Garde on November 20 with about 400 people in attendance. Programs will continue in December and January and Wally Lamb will appear at The Garde on February 12 for a free event for all local participants.

B. Renovation Project

- i. Most of the electrical work has been completed and the drywall has been installed.
- ii. Cabinetry for the local history room, print station and computer area has been delivered.
- iii. Painting started the week of 12/12 and, once completed, will be followed by the installation of ceiling tiles.
- iv. The roof top unit replacement project bid was awarded and work will take place in the spring.
- v. Most of the cabinetry has been installed and the glass has been delivered for the display units.
- vi. The board will explore possibilities for an event to celebrate the opening of the renovated space.

VIII. New Business

- A. Nomination of slate of officers for 2017-18. Nomination for Secretary is Laurel Butler. Nomination for Vice Chairperson is Susan Kietzman. Nomination for Chairperson is Marie Shaw. The election will be held in January.
- B. Discussion of policies, procedures and fees for the local history room presented by Michael Spellmon.
- C. Introduction of #CT Places, a group of humanities, history, preservation, and library organizations working together to advocate for what makes Connecticut a special place. The coalition supports legislative initiatives that benefit humanities, libraries, heritage and preservation organizations in Connecticut. Board members are encourage to register on the #CTPlaces website to be informed of current initiatives and legislation affecting libraries and historical institutions.

IX. Old Business

- A. Board member vacancy : The board will continue to search for a candidate to fill our vacancy.

- X. Adjournment: A motion to adjourn was made by Lenore White and seconded by Pennie Fox. The meeting was adjourned at 8:31 pm.