

**GROTON PUBLIC LIBRARY
LIBRARY BOARD MEETING**

Wednesday, September 20, 2017

Bill Memorial Library

7:00 p.m.

- I. Call to order: The meeting was called to order at 7:32 p.m.
- II. Roll call: Betty Anne Reiter, Marie Shaw, Katherine Brightly, Laurel Butler, Rosemary Duval-Arnould, Pennie Fox, Susan Kietzman and Lenore White. Absent: Clint Kennedy. Prospective member Barbara Nagy also attended.
- III. Public Comments: None
- IV. Communications: Susan Kietzman has decided to resign from the Board when her term expires in December. She has served for 8 years.
- V. Approval of minutes of the July 19, 2017 Library Board meeting. Approval of Minutes from July 19 was moved by Pennie Fox and seconded by Rosemary Duval-Arnould. Carried unanimously.
- VI. Review of July and August statistics: The statistics are showing declines which is a trend seen in libraries across the country. The Library has increased the number of book displays in order to help patrons find good “reads” more easily. A new category has also been added to the statistics, “Google My Business,” which shows the Library’s active online presence. Programming statistics are rising. Library staff is working to ensure that we are capturing statistics that reflect current services.
- VII. Director’s Report
 - A. Library Activities
 1. Library Director activities
 - a. Met with the committee exploring the acquisition of an LED sign for the Library/Senior Center entrance. They may display an example at the Fall Festival to spur fundraising.
 - b. Worked with the contractor to schedule the ceiling tile project to minimize impact on the public.

- c. Organized the September and October management team meetings.
- d. Participated in a meeting of the CT Humanities grant application review committee on August 30.
- e. Had follow-up meeting with Bob Zagami about library positions included in the non-union salary survey.
- f. Led library staff in a discussion of collection development, management and marketing. We will be implementing more in-depth statistical analysis of the collection to determine trends in circulation which will help to inform future purchases.

2. Programs

- a. Summer reading finale parties were held on August 11.
- b. The Library offered an opportunity for the public to use a solar telescope to view sun flares, prominences and sun spots during the solar eclipse on August 21. 1,000 pairs of sun viewing glasses were obtained from the Space Science Institute (SSI) for public distribution. 800 pairs were distributed prior to the event and 200 pairs were reserved for the program. Over 400 people viewed the eclipse on the library grounds or watched the live feed from NASA in the meeting room. The Thames Amateur Astronomical Society provided solar telescopes for all to use and the Girl Scouts offered astronomy-related crafts. The Police Department provided help and support throughout the program.

3. GMTV

- a. Staff is working with the Planning Department to produce an economic development video for their new website. Aerial footage of Groton was taken on August 31 for use in the video. The shots will also be incorporated into other future projects.

B. Staff

- 1. Two Library Assistants, Lindsey Mahn and Rebecca Hamilton, were hired and began work on August 21.

C. Building Activities

- 1. The ceiling tiling replacement project has been completed. This building renovation is one of the maintenance projects included in the Public Library Construction Grant. Two projects remain – replacement of the studio floor and repaving the parking lot.
- 2. Furniture for the renovated spaces has been ordered and some has arrived.
- 3. 80 donated library shelves and brackets obtained from the Farmington Library will allow us to complete the project of shifting the entire adult collection. The Library also acquired a \$2,000 display unit for \$30 in an auction. It is being used in the children's room.

VIII. New Business

- A. Approval of winter craft bazaar sponsored by the COF and Junior Friends. (see attached for more information): The COF will collect table fees from vendors. Katherine Brightly moved that we give our support to the Bazaar, Susan Kietzman seconded. All in favor.
- B. One Book Author Yaa Gyasi will be at Palmer Auditorium, Connecticut College on

September 27 at 7:00 p.m.

IX. Old Business

X. Adjournment: 7:59 p.m.

DRAFT