

Library Trustees Board Meeting

January 22, 2018



Present: Kristian Connolly, Diane Kreis (via phone), Luisa Lindsley, Sue Murray, Bill Paton, Erik Volk

Meeting called to order at 7:01PM

- Bill moved to approve the minutes from the December 11th meeting. Diane seconded and the minutes were approved.
- **Trustee Vacancies**
 - Bill has indicated he will finish out this year but will not complete his term which leaves an open seat for the current term.
 - Diane and Erik who are both completing their term announced they will not be running again.
 - Discussion ensued about possible residents who might wish to serve. Various trustees provided a number of possible names. Kristian will pursue contacting some of these folks as well as people who have indicated interest in the past.
 - Bill asked how long he should continue meeting with Lisa to sign financial documents. Kristian replied until the current term year ends at Town Meeting in March.
- **Lease Discussion**
 - Kristian indicated that the last communication with Rural Edge about the lease was on January 2. Rural Edge's legal team has the lease changes we sent to them but we have not heard back from them.
 - Kristian indicated he had studied the expenses provided by Rural Edge further and believe that there is a monthly fee of \$125 for maintenance supplies, HVAC outside contractor and other maintenance expenses but that money is already allocated into a reserve fund for these expenses. He would be comfortable negotiating a rent of \$1250 instead of the offered \$1500, taking this into account unless there are other reasons/rationale for a further reduction.
 - Erik asked if we would continue paying our current rent until a lease is signed. Kristian and Bill confirmed they believe this is the case.
 - Bill asked who would sign the lease once finalized. Kristian indicated he believed it would be the Selectboard. However, the Selectboard would take our input regarding who should sign it as well as other changes we might wish to suggest.
 - Kristian questioned whether we should include a clause that would reduce our rent if Rural Edge asked for a tax break and got it. Bill said that Rural Edge would likely have no real incentive to do so if we were paying the rent they requested.
 - Kristian indicated we may wish to add a clause to the lease that allows us to get out of the lease if the Town refused to fund it in the future for any reason. Kristian said we should talk to Mary to be sure we are protected in some way in this circumstance.
- **Budget Discussion**
 - Kristian confirmed that full budget amount is in the proposed budget for approval at Town Meeting.
 - Erik attended the last Selectboard meeting and answered questions about the proposed budget. He reported that there were some questions but nothing unexpected or that he was unable to respond to.
 - The Board should be prepared to provide additional information about the amended number at Town Meeting in case it is questions or an explanation is required.
- **Snow Removal**

- Kristian reported there were two occasions where Rural Edge did not remove the snow . Snow removal has been fine in the past but they have not been doing a good job lately. Also, the snow melt bucket is empty.
- **Policy Discussion**
 - Kristian requested that we document a formal policy that the Librarian can organize his/her schedule however they wish as long as it averages out over the course of the year to 22 hours a week.
 - Kristian requested that we clarify our policy regarding holidays. There was some confusion recently about MLK day as Luisa asked if she could work on Monday since schools were open. The Board requested that she just put the time elsewhere on a timesheet in accordance with the 22 average hours per week policy discussion.
 - Erik suggested that we should state at the beginning of the year which holidays the Library would be open (if any.) After some discussion, it was decided that the Library would remain closed on Town Holidays and that the Librarian could work those days, if desired, but the hours would be recorded elsewhere to eliminate timesheet confusion.
 - Kristian brought up the possibility the Librarian position could be made a salary position instead of hourly to mitigate the timesheet issues we have run into. The Board may wish to investigate that in the future as there may be other repercussions to this.
- **Librarian's Report**
 - Luisa provided a Librarian report which follows these minutes.
 - Highlighted items included:
 - A new Spanish group for adults starting on February 2nd. A Spanish group for kids will also be starting in the Spring.
 - A "Music for Families" is planned for the 3rd Friday of each month.
 - Ongoing programs include Chess Group meeting on Mondays, Meditation Group on Sundays, TOPs on Thursdays, Craft Group on Wednesdays as well as the Book Discussion on the last Wednesday of the month.
 - Luisa did not do a newsletter this month but it has proven to be a very important communication vehicle along with Facebook.
 - *Diane departed the meeting at approximately 7:56 PM.*
 - The Holiday party was very successful with approximately 61 people in attendance.
 - Luisa indicated that workshops for the Summer Reading program are coming up in February and she will need to attend.
 - A music program is also planned for August as part of the "Libraries Rock" theme. Participating bands are playing in every Library to help the libraries raise money.
 - We have found a volunteer IT person who has helped with IT issues and plans to continue to assist.
 - Luisa's new laptop is working well and she is working with the new IT volunteer to transfer files of the old computer.
- Sue motioned to end the meeting. Kristian seconded and the meeting ended at approximately 8:14 PM.

Welcome to the GFPL!

19 Friday Jan 2018

POSTED BY GROTONLIBRARY IN UPCOMING EVENTS & LIBRARY INFO

≈ 2 COMMENTS

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Wednesday, January 31 at 3:30pm

Groton Library Book Discussion Group

We are reading "The Remains of the Day" by Kazuo Ishiguro

"In the summer of 1956, Stevens, a long-serving butler at Darlington Hall, decides to take a motoring trip through the West Country. The six-day excursion becomes a journey into the past of Stevens and England, a past that takes in fascism, two world wars, and an unrealized love between the butler and his housekeeper." (Goodreads)

All discussions take place on the last Wednesday of the month at 3:00pm
Copies of the January book are now available for check out at the library.
Join this group and enjoy the joy of participating this book discussion.

Groton Library Book Group WINTER Schedule

Wednesday, January 31@ 3:00pm

Wednesday, February 28 @ 3:00pm

Wednesday, March 28 @ 3:00pm

NEW~Fridays@ 4:00pm

Conversing in Spanish:

Learn how to converse in **Spanish**. Try and have fun!

Simple & Effective! Speak with confidence. We will meet weekly starting on Monday, February 2.
Facilitated by a native Spanish speaker.

NEW~Sundays @ 10:30am

Meditation in Groton:10:30-11:30am.

Practitioners of all levels are invited to join sitting meditation. After the meditation the group explores their experience with the facilitator's guidance. Beginners welcome. Free.



NEW YEAR'S RAFFLE (Free)

Get 1 free ticket for every time you visit the library

Get 2 free tickets when you check out books

Drawing will be on Wednesday Dec. 31

Happy New Year!

UPDATES

Our **HOLIDAY PARTY with SANTA** was wonderful

The library 1st holiday party had a wonderful response, the attendance was higher than we expected it, we had a total of **61 people (38 adults and 23 kids)**. All attendees enjoyed the music, the kids craft table, Santa, and the sweet treats and hot chocolate. It was wonderful to see the library full and alive, people chatting and connecting, and checking out books of course, for sure Eric Volk was busy taking care of our circulation desk.

Monday event was very successful, and none of this events would be happening without the support of our wonderful volunteers, friends of the library and board of trustees. **THANK YOU!**

Kindly. ~Luisa Lindsley/Librarian

