

Groton Free Public Library Trustees Agenda

January 8, 2020 6:00 p.m.

Meeting Called to Order at 6:10PM at Clark's Landing

Present: Alissa Smith, Zac Conaway, Peggy Burgin and Jodi Fleurie-Wohlleb

- **Review and Approve/Amend Agenda:** Unanimously Approved with No Ammendments
- **Approve past minutes:** Unanimously approved. Alissa will make sure that Peggy gets a copy of the minutes from future meeting.
- **Friend's Report:** Jodi
 - Friends Helped with Library Cleaning and ReArranging, Namely Martha and Kirsten were a big help.
 - Martha and Kirsten Suggested that a Weekly Soup Crock on Friday would be a great. The Board agrees and Alissa suggested a Thank You donation mug be put out.
 - Most of the mugs were returned from the Solstice event and can be used for soup, etc.
 - The Ski Pass is in the Library and available to check out/ use.
- **Treasurer's Report:** Alissa
 - As of 11/29/19 the Library account is at \$13,317.28
 - Appeals Letter Response total for the year is at \$3225, which includes \$250 not deposited yet.
- **Rug Prices:** Zac
 - Zac reached out to Foley Distributing (Rutland, VT) and got estimates for New Entry matting. A 6 Ft. by 10 Ft. Matt will is estimated at \$450. After discussion, this seems to be the best option for the front entrance.
 - Jodi asked that we consider adding a second runner mat that will go to the corner by the Circulation Desk.
 - Alissa asked what the cost difference would be if we get a rug with the Library logo monogramed on the Carpet and Zac said he will explore and report back. If not too much of an additional cost, we will upgrade the matting for the entry way.
 - Zac is going to get an official invoice for both Mats and send it to Alissa to order and pay for the mats.
- **Update Library Building Committee:** Zac
 - The Select Board really liked Zac's proposal but did not provide any additional feedback on who should be a part of the committee.
 - Zac set up a meeting with Deb Jurist on Friday, January 10, 2020 at 4PM to look over the documents that she has that show the ownership of the Library.
 - Based on the Select Board Meeting, Zac recommends that the final findings report should be presented in February to the Select Board to decide how to proceed with making a decision.

- **Keys:** Alissa & Jodi
 - Jodi sent out the email to recall all keys after the December Board meeting.
 - All but two keys have been returned and Jodi has contacted those people directly to ask them to return them.
- **Librarian Report:** Jodi
 - Attendance is down for the month, but is normal for this time of the year.
 - The New Arrangement of the Library Space is going well and was really great for the Kids Hour.
 - Jodi brought up a concern about how and when she can order for the Library. The Board of Trustees Agreed that Jodi can order whenever she needs to. A Motion was approved by the board to allow Jodi to order and purchase whenever she needs to keep the library up to date.
 - Jodi is having trouble with eh Circulation Desk Computer and is looking for additional training from the state to dig deeper into the software programming to improve her workflow.
 - Upcoming Events:
 - January FROGS event
 - Jan 31st, Repeopling Vermont Book discussion
 - Drag Queen Reading Hour
 - Feb 7th, "Frozen to Death" Reading Hour
 - February 17th @10AM- Volunteer Training Session.
- 2019 review/2020 goals: Alissa & Jodi
 - 2019 Year in Review: Jodi
 - The Year went really well and patronage has increased. Jodi feels that the town is beginning to regain trust in the library and it is improving its impact on the community.
 - 2020 Goals: Jodi
 - Work More to increase visibility of the library through use of Facebook.
 - Increase New Friends Membership
 - Increase Volunteering Opportunities: Including a Volunteer Training Events
 - Improve the Age of the Non-Fiction Books to make it Less than 10 years old. Specifically for Health and Self Help Related Books.
 - Plan a partnership with Little Rivers Clinic (Wells River) to include minor health assessments and education opportunities
 - Update the Library's Website: Clean it up and Make it Simpler
 - Integrate the Large Print Information Main Library Collection.
- Final comments/items to discuss at next meeting
 - Next Board Meeting will Be February 12th, 2020 at 6PM

Meeting was Adjourned at 7:35 PM