

Groton Free Public Library, Groton, VT

Library Trustee Special Meeting

Tuesday, October 31, 2023 – 10:30 a.m.

The duly warned special meeting of the Library Trustees was held at the Groton Free Public Library on October 31, 2023.

In Attendance:

Trustees Jennie Gaiss, Wayne Knott, Deborah Jurist, Donna Russo-Savage (remotely), and Dawn Evans; and Librarian Sarah Spira.

The meeting was called to order by Jenny Gaiss at 10:33 a.m.

Review of recent events of disruptive behavior in the library:

Sarah Spira reported that both the affected persons and their parents and guardians have been notified of the suspension of their library privileges until December 1. Sarah will check the status of any follow-up by law enforcement and will inform volunteers of recent events. Sarah will inform the volunteers of what has transpired.

Discussion of safety and security measures:

The Board members discussed the installation of mirrors and cameras, and what options there might be for modifying access to the building, including enabling the doors to be locked from the inside and enhancing alarms on doors that are for emergency egress only.

Sarah will consult with the Department of Libraries about security options.

Jennie Gaiss will contact Rural Edge about what steps can be taken to enhance security.

Review and revision of Patron Responsibilities and Conduct:

Donna Russo-Savage said that a review of the policies pertaining to security will be given priority by the subcommittee that is conducting an overall review of library policies.

Discussion of additional staffing support:

The trustees discussed the importance of having two persons on hand during open library hours for security purposes, so that someone is visible at the front desk at all times. It is not feasible to secure consistent volunteer assistance on Fridays and Saturdays, and it would provide better service to have a trained staff person providing the additional support. The trustees discussed

modifying the budget proposal for the coming fiscal year to include a part-time staff person during open library hours.

Deborah Jurist made a motion that security devices totalling up to \$1,000 be obtained at the discretion of the librarian, to be paid for from the 400 account. Wayne Knott seconded the motion. The motion passed.

Sarah will speak with Steve Hart about assisting her in installing the mirrors.

Public Comments:

No comments from the public were made.

Adjourn:

Dawn Evans made a motion to adjourn which was seconded by Wayne Knott. The motion passed.

The meeting was adjourned at 12:10 p.m.

The next regular meeting is November 9, 2023, at 6:30 p.m.

Respectfully submitted,

Dawn Evans, Secretary