

Groton Free Public Library, Groton, VT

Library Trustee Meeting

Thursday, December 14, 2023

A duly warned meeting of the Library Trustees was held at the Groton Free Public Library on December 14, 2023.

In Attendance:

Trustees Jennie Gaiss, Deborah Jurist, and Dawn Evans; and Library Director Sarah Spira.

The meeting was called to order by Jennie Gaiss at 6:35 p.m.

Approval of Minutes:

Deborah Jurist moved approval of the October 31, 2023, Special Meeting minutes. Jennie Gaiss seconded the motion. The motion passed unanimously. Dawn Evans moved approval of the November 9, 2023, minutes. Deborah Jurist seconded the motion. The motion passed unanimously.

Treasurer's Report:

Deborah Jurist reported that Sarah has been doing an excellent job getting us closed out for the year. Sarah has submitted all of the outstanding invoices and our system of doublechecking with the Town Treasurer on each item is working well. The books are pretty much closed for the year, and we are right on target, budget-wise.

Presentation of the 2024 budget to the SelectBoard went smoothly. We budgeted the new part-time assistant for the full year but will likely end up being underbudget by year's end because it will take some time to hire someone.

Library Director's Report:

Terence and Gary installed the new WiFi equipment last Monday night. There is still some fine tuning to be done. We haven't yet tested its distance capability outside of the building and conduit will be installed.

Steve Hart came last week and moved the lawn furniture, covered it with tarps to protect it from the snow. He also installed two security mirrors that had been purchased.

Sarah has not had any follow-up from Rural Edge since their meeting regarding additional security measures at the building.

Sarah expressed concern about the way snow is being plowed, as it is taking up two parking spaces. This could be raised with Rural Edge, and it might be something to talk to the Road Commissioner about.

The volunteers have truly put in above and beyond this year. A lot of extra cleaning was done before the recent event. Deborah Jurist moved that we expend \$500 for gift certificates for volunteer acknowledgments out of the 400 account. Dawn Evans seconded the motion. The motion passed unanimously.

The library will be closing December 23 and reopening on Wednesday, January 3.

The Winter Lights event went really well. Groton was represented with the presence of a Fire Department truck. Derek Curtis was present, representing the FAST Squad. About 100 people came through the building. Many additional people drove by, enjoying the lights.

Sarah has already put in a request for next year.

The Clif storytelling program is coming on January 31, beginning at 1:00 p.m., which coincides with a half day of school. Each child will be entitled to two free books. Sarah has ordered nonfiction, board books, and early reading materials.

Sarah is working on programming ideas for 2024, seeking collaborators and partners such as the NEK Council on Aging and the Groton Historical Society. One idea is scheduling a community training event in coordination with the Extension Service on handling OPIOD overdoses. Sarah has completed an online Narcan training course. The University of Rhode Island does a free training for which they provide promotional materials. This might be coordinated with the FAST Squad.

Sarah has not heard anything further on the Capital Improvement Grants from the Department of Libraries. She has been thinking about other grant opportunities and has been collecting ideas with the thought that a grant will come along that fits each idea.

Sarah has also participated in some recent surveys sent by the Department of Libraries.

Sarah continues to engage in outreach. She is hoping to develop a connection with BMU and, to that end, is planning to attend an upcoming 302 Cares event.

This past Wednesday, representatives from the Department of Labor came on the same day that NEKCA was onsite with good and services. The Department was provided assistance in job-seeking and benefits applications.

Annual Appeal:

Jennie Gaiss reported that we have received some donations. We are beginning to put together acknowledgments. Deborah Jurist will do handwritten thank-you notes.

Annual Budget Committee:

The budget has been submitted.

Policy Review Committee – Patron Responsibilities and Code of Conduct:

No update.

Friends Report:

The Friends did an amazing job organizing the additional recreational supplements for the Winter Lights event. With the support of the Recreation Committee, they secured glow lights, hot chocolate topping, and Wicked Good Chocolate Milk from Hatchland Farms.

The next project is a fundraising cookie sale on December 22.

Adjournment:

A motion to adjourn was made by Deborah Jurist and seconded by Jennie Gaiss. The motion passed unanimously.

The meeting adjourned at 8:15 p.m.

The next regular meeting is January 4, 2024, at 6:30 p.m. The fact that regular meeting dates are changing to first Thursdays will be noted on the website.

Respectfully submitted,

Dawn Evans, Secretary