



Town of Groton, Connecticut

Library Board

Regular Meeting Agenda

45 Fort Hill Road
Groton, CT 06340

Town Manager: 860-441-6630

Town Clerk: 860-441-6640

Wednesday, November 15, 2023

4:00 PM

Groton Public Library

Meeting Location:

52 Newtown Road, Groton

I. Call to Order

II. Roll Call

III. Public Comments

IV. Communications

V. Approval of Minutes

V.1. 2023-925 Library Board Minutes October 18, 2023

VI. Review of Statistics

VI.1. 2023-933 Library Statistics October 2023

VII. Director's Report

VII.1. 2023-931 Library Activities October 2023

VIII. New Business

VIII.1. 2023-932 New Business November 2023

IX Old Business

IX1. 2023-924 Old Business - November 2023

X. Adjournment



Library Board Agenda Item

Subject: Library Board Minutes October 18, 2023

Activities:

Library Board to review and approve the October 18, 2023 meeting minutes.

Attachments:

minutes



Town of Groton, Connecticut

Library Board

Regular Meeting Minutes

45 Fort Hill Road
Groton, CT 06340

Town Manager: 860-441-6630

Town Clerk: 860-441-6640

Wednesday, October 18, 2023

4:00 PM

Groton Public Library

Meeting Location: 52 Newtown Road, Groton

I. Call to Order: Katherine Brighty called the meeting to order at 4:01 p.m.

II. Roll Call: Jennifer Miele (Library Director); Board Members Katherine Brighty (Chair), Marilyn Comrie, Hali Keeler, Jenna Lowenstein, Barbara Nagy, Matthew Shulman, Marie Shaw and Carl Strand, and Student Representative Kaleigh Allen. Sashi Nadanaciva and Ada Gauthier were excused.

III. Public Comments: none

IV. Communications: none

V. Approval of Minutes

V.1. 2023-844 Library Board Meeting Minutes September 20, 2023

A motion to approve the Sept. 20 minutes was made by Ms. Shaw and seconded by Ms. Lowenstein. It passed unanimously.

VI. Review of Statistics

VI.1. 2023-845 Library Statistics September 2023

Ms. Miele noted that total circulation surpassed pre-Covid numbers because of increases in digital materials and children's print. Automatic renewals also helped. In response to questions, she said she would check on the definition of "resident" and stats for purchases.*

VII. Director's Report

VII.1 2023-848 Library Activities September 2023

- Construction update – heat pumps this week or next week start date
- Youth Services Department – 2nd interviews
- CT State Library Annual Report
- Mango Languages live this week
- Newspapers.com in process
- Toy Library update
- GMTV candidate speeches
- COF updates
 - Annual Appeal
 - Board member changes
 - Bumpers and Books: Oct. 21 at 11am
 - Election Day Bake Sale: Nov. 7th
- OBOR Stats
 - Author Talk with Dr. Mona Hanna-Attisha on Wednesday, September 20th – 600 in attendance
 - OBOR Community Conversation @ Thrive 55 – 30 in attendance
- Highlight programs
 - Library Author Talks: John Irving on Thursday, Oct. 26th at 7pm (Virtual)
 - Chat GPT: Let's Talk About It (Open AI), Tues., Oct. 24, 6:30pm (in person)
 - Tellebration!: Native American Storytelling on Mon., Nov. 6, 6pm (in person)
 - John Trumbull: Revolutionary Spy on Thursday, Nov. 9th at 7pm (in person)

These items were discussed further:

- The newspapers.com subscription (to access The Day) awaits Proquest's response.

- Pamela Tankard is the new vice president of the Circle of Friends. The new treasurer is Amber Dance.

VIII. New Business

VIII.1. 2023-847 New Business October 2023

- Updates on school activities from Ada and Kaleigh
- Review and approve 2024 Library Board Meeting Dates
- Upcoming policy review sections: AV/Video Services - GMTV

These items were discussed further:

- Ms. Allen reported on activities at Fitch, particularly the Robotics Team and its participation in the upcoming Bumpers & Books.
- Ms. Comrie made a motion to approve the 2024 meeting dates with the understanding that the June meeting will be on the 12th. Ms. Keeler seconded it. The motion passed unanimously.

IX Old Business

IX1. 2023-846 Old Business October 2023

- Policy section drafts for discussion and voting:
 - Internet & Computer Use
 - Outreach

These items were discussed further:

- Ms. Miele reported that the Senior Citizen Center is not interested in the CDs that the Library is discarding.
- A motion to approve the policies on "Internet & Computer Use" and "Outreach" was made by Ms. Lowenstein and seconded by Ms. Nagy. It passed unanimously with these changes:
 - Delete the sentence about groups that are ineligible for outreach service.
 - Delete item A.4.a, which refers to ineligible organizations.
 - Delete the sentence about more information (bottom of A.4).
 - In the Internet/Computer policy, Section C.2.b., revise to indicate that headphones or closed captioning are required (not just recommended).
 - There was some discussion about services to home daycare centers. Ms. Miele said she would get more information about the number of providers.*

X. Adjournment: A motion to adjourn was made by Ms. Keeler and seconded by Ms. Nagy. The meeting ended at 4:59 p.m.

Respectfully submitted,

Barbara A. Nagy
Barbara A. Nagy, Secretary

***Ms. Miele provided the following information by email after the meeting:**

Statistics

- **Resident usage:** ALL of Groton- (Town, City, and Groton-Mystic) is included in this number.
- **Materials added to the collection:** The numbers should be:

	Incorrect	Correct
Adult print	140	442
Adult Nonprint	3	10
Children print	19	174
Children nonprint	4	0

Home Day Cares

- Human Services does not have a list of the licensed home daycare providers in Groton. I plan on obtaining this information through another source and I will keep everyone posted.

Program

- Haunted History of New England program was recorded, <https://shorturl.at/fnqrD>
- Bumpers and Books has been rescheduled to Saturday, Oct. 28 at 11 a.m. because of rain.



Library Board Agenda Item

Subject: Library Statistics October 2023

Activities:

Library Board to review the October 2023 Library Statistics.

Attachments:

statistics

GROTON PUBLIC LIBRARY - MONTHLY STATISTICS

	OCT 23	OCT 22	OCT 21	OCT 20	OCT 19
Number of Library Visits	10196	8820	8,607	7140	11665
Circulation Statistics					
Total	24167	18569	16301	17443	23822
Adult print	9683	8138	7918	8689	11737
Adult nonprint	2698	1842	2117	2319	4156
YA print	736				
YA nonprint	52				
Children print	6458	3801	3932	4039	5365
Children nonprint	177	86	82	337	979
e Books	2502	1431	1512	1495	1138
Adult	2077	1117			
YA & Children	425	109			
Downloadable audio	1167	920	737	559	446
Adult	980	825			
YA & Children	187	95			
Downloadable magazines	694	205			
Downloadable video	0	0	3	5	1
Nonresident usage	5065	3617	3,752	4359	6581
Internet Use					
Public computers	1348	1276	*	800	4072
Wireless	3896	3914	1755	668	2164
Public/Wireless Computer Prints	7341	5400	4871	6672	8980
Web/Social Media Activity					
Library Home Page	7410	7324	7023	9693	14442
Groton History Online	82	92	159	56	127
GMTV YouTube Channel Views	6365	6584	7006	5,037	4031
Instagram Followers	1277	1123			
Facebook Friends	4610	4060	3755	3457	3065
Google My business					
Total "people found you"	N/A	N/A	2565	14820	14722
Profile views and searches	5364	7478			
Called library	230	234	234	271	299
Visited Website	1411	1304	1266	1210	616
Asked for directions	400	445	331	236	1156
Interlibrary Loans					
Items received	504	353	413	464	403
Items loaned	466	485	440	577	521
New Patron Registration					
Adult	103	97	84	63	158
Children	21	22	12	16	14
Community Services					
Programs/Attendance	48/1536	55/1392	65/2394	48/1115	107/2311
Family	9/1241	9/904			
Adult	10/129	12/139	23/524	17/134	52/300
Children	16/93	20/660	22/1141	14/119	38/1728
Young adult	13/73	14/229	20/729	17/862	17/283

Meeting Room					
Nonprofit	255/860	132	231	0	177
Zenbooths	34	18			
Materials Added to Collection					
Adult print	634	577	48	468	714
Adult nonprint	16	10	456	12	104
Children print	169	185	62	153	215
Children nonprint	4	0	0	1	25
Video Services - GMTV					
Programs produced	26	30	48	50	16
Programming hours aired on GMTV	439	439	456	397	465
Ads posted on GMTV/Digital Signage	95	61	62	88	50

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Library Board Agenda Item

Subject: Library Activities October 2023

Activities:

- Construction update
- Book room and book donation status
- Staffing update
- Subscription updates
- Toy Library
- CT State Library Annual Report submitted
- COF – Annual appeal and Election Day bake sale proceeds
- Past programs
 - Bumpers and Books
 - Tellebration!: Native American Storytelling
 - John Trumbull: Revolutionary spy presentation
 - Mohegan Tribe: Culture and History
 - Wild Angels Dance Company
- Upcoming programs:
 - Dec. 2: Seasons of Celebrations (Thrive 55+ collaboration)
 - Dec. 7 at 2:30pm: 'Twas the Moon of Wintertime: A Concert of Early Christmas Music
 - Dec. 13 from 9am-7pm: Books, Bows, & Baking!
 - Dec. 16 at 2pm: Steeped in Secrecy: The Boston Tea Party, 250 Years Later (VIRTUAL)

Attachments:



Library Board Agenda Item

Subject: New Business November 2023

Activities:

- Updates on school activities from Ada and Kaleigh
- CLA Legislative Meet and Greet Monday, Dec. 11 at 7pm GPL
- December Board meeting

Attachments:



Library Board Agenda Item

Subject: Old Business - November 2023

Activities:

- Continued policy review:
 - AV/Video Services – GMTV
 - Collection Management for the Local History Room
 - Appendices

Attachments: