

Goodnow Library
Board of Trustees

Corrected MINUTES

Tuesday, October 4, 2011, 7:30PM
Goodnow Library, Conference Room

Present: Jill Browne (ch.), Phyllis Cullinane, Esmé Green (sec.), Carol Hull, Robert Iuliano, Lily Gordon, Barbara Pryor

Absent: none

Call to order and approval of minutes: the meeting was called to order at 7:30 by J. Brown. The minutes of the last meeting were approved as amended.

Director's Report:

- Financial (spending is on target with no foreseeable problems)
 - **Update on Trust Funds request for FY12:** At the last meeting, we were waiting to hear what amount was approved for disbursement. Two figures were submitted; one for \$35K and a reduced amount of \$30K. The lesser figure was approved.
 - **CIP for FY13:** Esmé submitted a request for a new phone system for \$20K. In her presentation, she indicated that some funds could be provided by the library, if the proposal was accepted. At the meeting, the question came up as to why Information systems wasn't authoring the proposal, as it might be combined with other phone system upgrade requests, and that it was more of an "IT" item than a library one. Mark Thompson and Esmé agreed that if it was beneficial to do so, there was no objection. As of the time of this meeting, there was no confirmation as to whether or not this request would be funded.
- Friends: Jill and Barbara are scheduled to attend the upcoming Friends meeting on October 11 to present a report on the progress of the Foundation, a 1 page FAQ, and to answer any questions. They will propose that one member of the Board of Friends act as a liaison to the Foundation board.
- Building:
 - Flagpole: Jill agreed to meet with Jody Kablack and Marilyn Martino to view locations and get answers to remaining questions.
 - Trees: Lily reported that she had spoken with Jim Kelly and looked at

the trees in question. Lily recommended to the board, that in order to protect the roof and gutters, one tree be taken completely down, top off another and cable the remaining ones. She also recommended getting another opinion from a tree expert. Esmé would also get the Town's tree warden in to give his advice.

- Driveway: Esmé reported that the work on re-grading the driveway on the exit side of the building had been completed. The purpose of this was to drain water and moisture away from the foundation and prevent flooding inside the building. This was an approved capital request for FY12.
- Other:
 - Update on website: Mary Serr, a library employee is working hard on writing a grant to fund a redesign of the library's website.

Trustees' Report:

- David Pettit has been recruited by Barbara to serve on the Foundation board. He attended the meeting on October 4. Barbara recommended his name be put forward as a GLFI board member. The board voted unanimously to approve.

Unfinished business:

- Walling Map: the board wishes to allow the photographing of the map, but does not give permission for it to be sold. Esmé will pen the letter for Jill to sign.
- Approved policy: Internet (revised mainly to designate computers in Children's area to be used only by children's and caregivers accompanying them).

New business:

- Staff Development Day is scheduled for Friday, December 2nd.

Adjournment: the meeting was adjourned at 8:37p.m. (Hull/Cullinane). The next meeting is scheduled for Tuesday, November 1, 2011 at 7:30 p.m.