

Goodnow Library
Board of Trustees

MINUTES

Thursday, April 12, 2012, 7:30PM
Goodnow Library, Conference Room

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

Absent: Robert Iuliano

Call to order and approval of minutes: Jill called the meeting to order at 7:35 pm. A motion was made to accept the minutes with the correction in attendance noted: Lily Gordon was not present. (Cullinane/Browne). So voted.

Director's Report:

- **Financial:** the budget is in good shape due to several factors. The general expense line shows more money than usual for this time of the year due to the mild winter. An opportunity to have windows washed and a spring cleaning. The other line of note, is the salary line. There is more in this account than usual for this time of year due to a Worker's Comp claim made on behalf of Bettie Rose, who fell and broke her arm at work. Esmé will keep a close eye on the budget with Anna for the remainder of the fiscal year and make a follow up report to the Trustees at the next meeting.
- **Letter of agreement to loan Coleman Art:** Bob was unable to attend the meeting but indicated to Esmé via email that he will work on this letter over the weekend.
- **Long range plan status update:** the first of two meetings facilitated by consultant Mary Behrle was held on March 29. The group discussed the strengths, weaknesses, challenges and opportunities facing the library, and generated a four page list. Carol noted that it was exciting to hear the group note as strengths many things that have been goals of the Trustees and Library for years. The next meeting will focus on visions for the future as they relate to the community.
- **Flagpole:** The dedication will be held on Saturday, May 5 at 10:00 am. From the library, Esmé and Jill will be attending. Jill Stansky will be the representative from Hope Sudbury, Selectman Drobinsky will also be there

as well as various military and high school groups. As far as the plaque is concerned, Jill has communicated with Hope Sudbury to convey the Board's wishes that it not be raised, but as flush with the ground as possible.

- **Pew:** The Board discussed the letter (see attached) from Jane Kline regarding the donation of an historic pew to the Town, but placed in the Library. Esmé spoke with Lee Swanson about it as well, since he was also sent a copy of the letter and has been in communication with Mrs. Kline. Esmé indicated the wishes of the Trustees that the Library not accept it to Mr. Swanson. Barbara made a motion that the Trustees decline the pew, as it has no relation to the Library or its history. Second by Phyllis. So voted.
- **Policy adoptions:** Tabled until next meeting.
- **Personnel:**
 - Barbara Gariepy, Assistant Children's Librarian, has given her notice of retirement, effective June 30. This is not yet announced to the general public.
 - Esmé and Anna have been working with the town accounting, personnel and treasurer's office to look at the way hours are calculated to include sporadic or seasonal weekend hours. This makes budgeting, payroll and scheduling difficult. We hope to have a new system in place by the start of the new fiscal year.
 - Marcos, our longtime custodian was replaced several months ago, when he moved back to Brazil. His replacement, Josimer has now resigned and we have a new custodian, Lee. However, Esmé and Anna had to meet with the cleaning company to discuss a communication problem, since Lee does not seem to understand or be able to speak to the staff. He has a supervisor working with him until they find a replacement.

Trustees' Report:

- **Civil War Statue:** Barbara reported that the Foundation has the money to restore the statue, but before that can happen, we need to do something about the trees. Two arborists have been in to look at the trees and give estimates. Their recommendation is to take down the Norway Maple at the back of the statue and trim the two trees on either side of it. In addition, the yews behind the Library sign should come down, as they keep air from circulating around the sign. The sign itself is in terrible shape, and the statue restorer said he would fix it for \$700. Bradshaw will pay for a

lot of this. The Trustees need to decide what they want to do with the sign and lighting. There are electrical boxes behind the yew. Carol asked if anyone had a copy of the landscape architecture plan that had been put together some years ago. Barbara wants the Trustees to approve and plan how the area should be handled. Barbara made a motion to approve the restoration of the statue, prune the two large trees on either side of the statue (Pin Oak and Linden), remove the Norway Maple and the yews in between the statue and the sign with money from the John Rogers Bradshaw Fund. Lily seconded. So voted.

- **Landscaping:** Barbara expressed concern about the landscaping of the area around the statue, that random plantings were put there without a plan or due consideration, including a small evergreen planted in front of the lights for the sign, and two clumps of daffodils. Carol said she would have her gardener come over and take out the daffodils at least.
- **Foundation:** Jill reported that Mike Precourt stepped down due to the need to care for family, but said he would help as he could on an ad hoc basis. Jill made a motion to accept Katey as a board member. Barbara seconded. So voted. Tom Biggins has accepted the offer to serve on the board, which is great since he is young, tech savvy and involved in the community. The board will vote on him at the next meeting when they have a copy of his resume to review. The Foundation has made huge progress, and they are ready to set up meetings with donors. The meetings will be in the form of feasibility studies, starting with the A group. Sue Gladstone is revising the 4 first initiatives sheets, and the effort is now labeled as the 150th celebration.

Old business:

- **Keeping track of library artwork:** Phyllis has vacation next week and offered to come in. Esmé reported that we have a professional photographer to document art and realia in the library.
- **Selling of books in LH room:** no progress this meeting

Adjournment: The meeting was adjourned at 9:10 pm. (Browne/Gordon)

The next meeting will be on Tuesday, May 1 at 7:30 pm