

Goodnow Library
Board of Trustees

MINUTES

Tuesday, February 7, 7:30PM
Goodnow Library, Conference Room

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

Call to order and approval of minutes: Jill called the meeting to order at 7:37pm. A motion was made to approve the minutes of the previous meeting. (Iuliano/Browne). So voted. The Board acknowledges the 200th birthday of Charles Dickens.

Director's Report:

Financial: expenditures are proceeding according to schedule, with nothing out of the ordinary to report.

Selling of books in LH room: Brenda Castino in the Reference department has been working on identifying and cataloging the collections in the historical room. She has presented a list of books she would like to sell with the approval of the trustees. Her criteria are that they do not have anything to do with the history of Sudbury or its environs and were not part of the original collection when the library first opened. The board had the following questions and requests for information before making a decision:

- Is it obvious that the money from the sale of the books would come back to the library?
- Are we actually allowed to de-accession these books?
- Would the money go back into supporting the local history collection?
- How did we acquire these books originally?
- What do we need or want to add to the local history collection?
- Is there a collection development policy for the local history collection? Does it include a de-accessioning policy?
- The board would like to see a complete list of the titles.

Decertification of Franklin library: The Franklin and Millville libraries were decertified on February 2 by the Massachusetts Board of Library Commissioners. Esmé presented a written policy on lending to residents of municipalities with decertified libraries [attached]. A motion was made to adopt the policy, effectively suspending borrowing privileges of Franklin

residents at the Goodnow Library until funding and certification is restored.
(Browne/Iuliano) So voted.

Phone upgrade – letter of commitment: Bob composed a letter, which was requested by the Town, committing to offsetting the cost of a telephone upgrade by \$8,000 of library funds.

Long range plan: Carol graciously agreed to serve on the Community Planning Committee as a representative of the board of trustees. Thank you, Carol!

Trustees' Report:

Foundation update: Jill updated the board on the progress of the Foundation. They are still working on filling out the board, so please continue to pass along names to her and Barbara. They are currently working on a brochure to show to prospective donors. A meeting organized by the League of Women Voters to discuss local history efforts across the town is set for March 15, and representatives from the Foundation and library will be there. There are possible plans for a big fun event in the fall.

New business:

Keeping track of library artwork: A situation arose recently that caused both the director and the Trustees to examine the policies and procedures around accepting, storing, preserving, and tracking art in the library, which both parties found to be lacking. After discussion, it was decided that the following steps should be taken:

- The current inventory list should be checked against what is currently in the building
- The list should be updated and include documentation of its provenance, date of acquisition, value, dimensions, its location in the building, and an image
- Randy LeSages's art is not on the current list and should be added, as should any other recently acquired items
- A plan for preservation and maintenance should be developed
- A standard agreement document will be drawn up by Bob and used in future donations

Adjournment: the meeting was adjourned at 9:00 pm. (Iuliano/Browne)

The next meeting is scheduled for Tuesday, March 6th at 7:30pm.