

Goodnow Library  
Board of Trustees

**Minutes**

Tuesday, April 2, 2013 @ 7:30PM  
Goodnow Library, Conference Room

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

*Guest: incoming trustee, Sarah Sogigian*

**Call to order and approval of minutes:** Bob called the meeting to order at 7:37 pm. There was a minor correction to the wording in the personnel section: change "Barbara Palmieri, who had officially retired several years ago gave her notice" to "Barbara Palmieri gave her notice." A motion was made to accept the minutes of the March meeting as corrected. (Pryor/Gordon). So voted.

Director's report:

- Newly elected trustee Sarah Sogigian attended the meeting and was introduced to the rest of the board. Sarah is an advisor of Youth Services at the MA Library System, a long time practicing librarian, and active in the field of librarianship. She is looking forward to serving on the board and willing to pitch in where needed.
- Jill Browne announced her plan to step down from the board of library trustees as well as the Goodnow Library Foundation board. She and her husband are selling their home and moving closer to Boston. The group collectively is very sorry to see her go, as she has been a tremendous asset for the past 12 years. The question now arises as to the process for filling her vacancy. Bob will talk to our BOS liaison, John Drobinski and we will dedicate the next meeting to proposing names for consideration.
- In going over the operations budget, it is noted that we are more than 75% through the fiscal year. We are on target in most areas. There are a few of the materials lines that are behind, but they will either be spent by the end of the fiscal year or put toward other materials lines that need money. Esmé and the Office Coordinator annually evaluate the amounts in these lines and make adjustments.
  - Phyllis brought up the question of potentially requesting library trust funds for custom-building a cabinet in the historical room to hold

the vertical file items. Currently, there is a metal cabinet serving this purpose that does not temporarily or aesthetically match the furniture in the room. Concurrently, Jill met with the Orabona family recently, who would like to plan a memorial gift for their father, an avid library supporter and user, and will present the idea of the bench to them as a possibility.

- Building: nothing to report this month
- Personnel: the 24.5 hours/week, benefitted YA position has been reduced to a non-benefitted 15 hour/week position to save the Town OPEB costs. I will be posting it to see if we can attract suitable candidates.
- Update on website: Esmé presented the sitemap of the library's website with the revisions requested. The next step will be developing the visual design.
- Town Forum: Esmé presented the town manger's request for participation in a "State of the Town" forum, planned for the fall. The trustees are pleased to participate.
- The Sudbury Historical Society has made a request that an interactive kiosk, built by an Eagle Scout be placed in the library for display for a limited time. A motion to accept was made by Barbara and seconded by Phyllis. So voted.
- Custom cabinet for historical room: see item above. We will enlist cabinet maker Peter McCullough to make measurements, create a design and give an estimated cost for a file cabinet/window bench in the historical room that would become the memorial for the Orabana Family.
- Friends report: the Friends are about to hold their annual book and bake sale. They have also designed a new logo.
- 150<sup>th</sup>:
  - Ceremony: Esmé wanted to remind Bob and Jill about speaking at the open house ceremony on April 27<sup>th</sup>.
  - The Sudbury Military Support Network, to Esmé's understanding, offered a gift of a display case/time capsule for the 150<sup>th</sup>. The trustees felt that the current request was no materially different from the original request and declined the gift. However, they noted that it was entirely possible for the library to include the military album at different points throughout the year in public displays, and therefore increase its exposure.

Trustees' Report:

The Foundation is working on a brochure. The content is ready and we will be asking a friend of Kim Ogden to design it.

New Business: none

Old business: none

A motion was made to adjourn at 9:05pm by Phyllis. It was seconded by Bob. So moved.

*Next meeting: May 9, 2012 at 7:30 p.m.*