

Goodnow Library
Board of Trustees

Minutes

Tuesday, January 8, 2013 @ 7:30PM
Goodnow Library, Conference Room

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

Absent: Lily Gordon

Call to order and approval of minutes: Bob called the meeting to order at 7:31 pm. A motion was made to accept the minutes of the December meeting. (Hull/Iuliano). So voted.

Director's report:

- **Logo:** Robert Levers, the designer hired to redesign the library's logo was invited in to present his latest designs. The group agreed to accept the design based on the approval of Lily Gordon, who was unable to be present. Barbara made the motion to accept design number 7 as presented by Mr. Levers, contingent on the approval of Lily Gordon. (Pryor/Browne). So voted.
- **Budget:** the budget was submitted in December with the two scenarios, zero growth and level/roll up. To attain the zero growth scenario and still plan for salary contingencies, the general expenses line was zeroed out. Esmé has not been asked to meet with the Town Manager and has not heard back yet as to what the final budget will be.
- **Annual Report:** the report is due on January 25. The draft is underway and Esmé solicited suggestions for it. Some of them were to acknowledge the success of the Children's department programming and attendance, the sometimes unsung efforts of the behind the scenes volunteers and staff and the continuing evolution of the library in the face of the digital shift.
- **Business partnerships?** Tabled to next meeting.
- **150th update:** planning is moving along
- **Personnel updates:** we are close to hiring an assistant children's librarian at 25 hours per week, with pro-rated benefits. One PT benefitted staff

person is in the process of retiring and coming back at 12 hours per week, no benefits. Of the three very part time clerk positions available, one has been filled in the children's department by Amy Stimac, who had previously been a substitute. We are close to hiring the other two positions for the circulation department as well.

Trustees' Report:

- **Foundation:**
 - Jill, Barbara and Mary Serr have submitted the grant report to the Sudbury Foundation.
 - They are also in the process of writing another grant for 2013.
 - Actively looking for a development director. Esmé will post the job to various library listservs, if necessary.
 - An unexpected donation of \$10K of stock was received from the estate of a former trustee from the 1970s, Mr. Stocking.

New Business:

- **Other – Website:** the trustees are anxious to see progress on the website redesign and have requested that Esmé present a concrete proposal for the next meeting. They feel that the board and library's credibility is on the line with the Sudbury Foundation who sponsored the redesign with a substantial grant, as well as our other stakeholders in the community.
- **Other – Phones:** the new phone system implementation has also taken longer than expected, due to a financial crisis with the company contracted to do the work. Mark Thompson is in the process of submitting specs to other companies on the state contract. The Trustees would like to know when a new contract is expected to be in place.

Old business:

- **Logo design:** see above

Adjournment: The meeting was adjourned at 9:15 p.m. (Browne/Cullinane)

Next meeting: February 5, 2012 at 7:30 p.m.