

Goodnow Library
Board of Trustees

Minutes-corrected

Tuesday, October 1, 2013 @ 7:30PM
Goodnow Library, Conference Room

Present: Carol Hull (ch.), Lily Gordon, Esmé Green (sec.), Nancy Hershfield, Barbara Pryor, Sarah Sogigian

Absent: Robert Iuliano

Call to order and approval of minutes: Carol called the meeting to order at 7:32 pm. A motion was made to accept the minutes of the September 17, 2013 meeting. (Pryor/Hershfield). So voted.

Guests:

Megan Statza, Young Adult Librarian; Kat Liddle, Children's Librarian; Amy Stimac, Assistant Children's Librarian: the new staff introduced themselves to the board and discussed their goals for their respective departments and took questions.

Director's report:

- **Vote to approve FY14-17 Strategic Plan:** Esmé presented the finished plan to the board for approval. So voted. (Hull/Hershfield)
- **FY15 Budget:** Esmé is expecting budget instructions from the treasurer at the end of October. Staffing levels will be examined closely and recommendations for additions will be made.
- **Building:** a new mixing valve was installed, and the cracked window on the second floor was repaired. It has been a mild fall, and we are holding off turning on the heat as long as possible.
- **Personnel:** Esmé updated the board on two webinars attended by the supervisors on serving the deaf. The goal is to be more inclusive of not only deaf patrons but also one of our staff. As requested by the assistant town manager, the library has developed a plan in case of tornado. All staff have been notified of this new procedure and have instructions in the event of a tornado.
- **Website:** the website team has been trying to make progress on the site and has planned a writing meeting on October 10.
- **Results of ARIS:** tabled
- **Magazine rack:** Barbara has had several people approach her and ask that the magazine rack be reinstated. Esmé reported that the fire chief recommended we not block the egress of the meeting room. The group had several

recommendations: 1.) to seek a new location for the rack, 2.) temporarily reinstating it and having volunteers manage it. Carol volunteered to coordinate volunteers. Barbara was going to go back to the people who had asked her about it and share these ideas.

- **Overdrive media console:** Esmé shared the news that Overdrive had developed a special interactive computer station and Minuteman libraries would have a chance to test drive it. Depending on how many libraries signed up, Goodnow may have a turn demonstrating it.

Trustees' Report:

- **Foundation:** Barbara asked that everyone on the board encourage their friends to attend the wine tasting on October 19. \$2,000 has been raised by the raffle baskets already. She noted there is also a nice picture of them in the Patch, and she hopes it will generate interest in attending the event.

New Business:

- **JFK Letter:** Esmé asked for a vote to accept the gift of a framed letter sent to the Sudbury School Department, signed by JFK. [see attached] There was a short discussion of whether or not to hold a ceremony or send a press release. So voted. (Gordon/Hershfield)

Old business:

- **Liaison appointments:** tabled
- **Status report on establishment of Lopater Fund:** Esmé will provide the wording to the selectmen's office for a vote to accept at the October 22 meeting.
- **Dunkin Donuts path:** the town planner will send a letter to the DD lawyer to initiate a conversation on developing a plan to open the path, which is acceptable to the board.
- **Shed/snow blower/snow removal:** Esmé will send a picture that Jim Kelly took of the shed to the board, who felt that it wished to support Jim's recommendation, as long as the shed is tasteful. So voted. (Pryor, Sogigian)

Adjournment: The motion to adjourn (Gordon/Hershfield), 9:09.

Next meeting: November 5 at 7:30 p.m.