

Goodnow Library
Board of Trustees

Minutes

Monday September 8, 2014 @ 7:30PM
Historical Room, Goodnow Library
21 Concord Road

Present: Lily Gordon, Esmé Green (sec.), Nancy Hershfield (ch), Robert Iuliano, Barbara Pryor

Absent: Carol Hull, Sarah Sogigian

Call to order and approval of minutes: Nancy called the meeting to order at 7:41 pm. A motion was made to accept the minutes of the June meeting as corrected. (Gordon/Pryor). So voted.

Director's report:

Budget update: After the meeting of 8/20/14 a memo was drafted to the town manager to request funds to cover the shortfall in the "Other" account that covers sick, vacation and weekends.

Room Use Policy in Selectmen's policy manual: Esmé presented the draft of the Selectmen's Policy for Use of Facilities, as it refers to the meeting rooms of the Goodnow Library. The trustees interpreted the policy as reinforcing existing library policy. Bob pointed out that the application on the last page does not specify the location or pricing of the library rooms and that we would not want anyone using this form to apply for a library room, as the library has an online form, with specific instructions.

Financial report: We are approximately 19% through the fiscal year. Spending for maintenance has been high, and we will be relying on the Goodnow trust for expenses later in the year. Other lines are on target.

Personnel: no report

Roundup of summer events:

- Work on the path between the library and Dunkin Donuts is nearly complete and the dedication will take place on 9/10.
- The staff have put together a Welcome pack to give to new patrons and will be promoted throughout September as we celebrate Library Card Sign Up Month.
- Summer reading was a resounding success. 441 children signed up for our summer reading program (which breaks last year's record of 413 people) and over 1800 books were read. Our partnership with the Discovery Museum to host our "Night at the Museum" finale was wonderful and very well attended. During

our entire summer reading program we offered 145 programs for which were attended by 5,948 people.

- A defibrillator was installed and staff from the Fire Department came and trained us how to use it.

Trustees' Report:

Staff Appreciation: deferred to October meeting.

Foundation: Over the summer, the board wrote a new Long Range Plan for 2015-17, which will be voted on by their board at the next meeting. Invitations to the October Gala have been sent. The board is looking for additions members to the Capital Campaign Committee. The foundation is planning a series of four parenting lectures in the coming year. Finally, they will be applying for the 2nd year of a two year grant to the Sudbury Foundation.

New Business:

Secretary: Esmé asked if anyone on the board would be willing to serve as secretary. Sarah was nominated. Nancy will ask her.

Clark Diaries: The library recently was asked if it knew the whereabouts of a collection of diaries known as the "Clark Diaries." A descendant, David Columbo claims to have given them to Laura Scott Lowell when she was writing her book, the Pictorial History of Sudbury. Mr. Columbo had thought that the Historical Society had lost them, but because Ms. Lowell had worked on the Archives project for the library, they asked if we might have them. After some searching, we did locate them in the Historical Room with the following note written by former library trustee, Don Max: *"Diaries of the Clark Sisters (see attached listing) Given to the Goodnow Library by Alton Clark. Please do not distribute. Don Max 23 May 1986. These will be stored (temporarily--) in locked cases in Barton Room. DM"*. It is Esmé's opinion that the diaries belong to the library and not Mr. Columbo. The trustees agreed.

375th time capsule (Nyangoni): Over the summer Esmé was approached by a committee member of the 375th celebration committee to learn more about the library's sesquicentennial time capsule and to inquire whether or not the trustees would approve storing the capsule in the library. The trustees wanted more information and suggested inviting Mrs. Nyangoni to a future meeting to make a proposal.

Old business:

Video Surveillance Policy: Esmé presented a draft of a policy for the trustees to review. Some suggestions were made and once revised, will be presented for a vote.

Adjournment: a motion to adjourn was made by Bob at 9:10pm. Seconded by Barbara. So moved.

Next meeting: October 7, 2014