

Goodnow Library Board of Trustees
Minutes-corrected
Tuesday, December 6, 2016, 7:00pm
Small Conference Room, Goodnow Library, 21 Concord Road

Attendance: Alan Gordon, Lily Gordon, Esmé Green, Robert Iuliano, Susan Johnson, Barbara Pryor, Marie Royea.

Absent: none

Barbara called the meeting to order at 7:01pm.

Call to order and vote to approve minutes of the October 4, 2016 and November 1, 2016 meetings: Alan made a motion to approve the minutes of both meetings; seconded by Lily. So voted.

Director's Report:

Financial Report: Esmé reported that spending is typical for this time of the year; at the halfway mark for the fiscal year, spending is at approximately 50%.

Budget (Music Makers attendance): Esmé presented the FY17 budget with three scenarios. The No-Override budget of 1.15% increase over last year, as requested by the Fincomm; a Level-Service budget that maintains last year's line items while increasing Personal Services to meet step and COLA increases, or 2.7% (17K over the No-Override threshold); and a New Initiatives budget that includes the increases to Personal Services, leveling the other budget lines and adding a half-time Archivist and full-time Custodian. The Contracted Services line is cut from this third budget, making no net-increase for the Custodian position. The board discussed the need for a Public Relations Librarian, and discussed ideas for funding such a position in the future, with either town funding or perhaps seed money from another source, such as the Sudbury Foundation. A motion was made by Barbara to approve the budget as presented, seconded by Lily. So voted.

Facilities:

Parking update: There is no update on the parking situation. Esmé is waiting to receive a legal agreement from the property manager, which she will send to Town Counsel.

Library news:

Update on Presto implementation: Esmé reported great strides with the setup of the new software platform for the Sudbury Archives. She, Karen Tobin (Asst Dir) and Mark Thompson (Dir of Info Sys) have weekly conference calls, and each week, learn and implement a new component of the software. Already, the Archives are more accessible, and Esmé remarked that the Presto software is a powerful and useful tool.

Trustees Report

Update on authority of elected town boards in relation to that of the town manager: The Selectmen have included this item on their agenda for their meeting of the same night to discuss releasing Town Counsel's written opinion. Several Library Trustees plan on going to this meeting after this one to listen and to see where the various Selectmen and Town Manager are on the issue.

Foundation Report

Update on Reimagining the Second Floor project:

- o Banner? Esmé presented an idea from the GLF about hanging a banner on the library for the Annual Appeal. There was no support for this by the board members. Esmé will report back to the GLF to let them know this was not approved.

Old business: none

New Business: none

Any other items not known 48 hours in advance of the meeting:

1. Meeting room policy: Esmé requested a revision to the meeting room policy, but the item was tabled so that the board could get to the Selectmen's meeting.
2. Naming opportunity: Barbara reported that the GLF were surprised by a large donation from the Shermans, who received the Annual Appeal letter and want to donate \$50K to name the NOW Lab. They were motivated to do so, as they were looking for a way to memorialize their daughter who they lost two years ago, and in the hopes that their donation would motivate others to donate. Their daughter loved the library and spent many hours here, reading. Barbara made a motion to accept the donation and to name the NOW Lab, the "Sarah Sherman NOW Lab." Seconded by Susan. So voted. The Shermans will be invited to the next Trustees' meeting.

Adjournment: Marie made a motion to adjourn at 8:35pm. Seconded by Barbara. So voted.