

Goodnow Library
Board of Trustees
Tuesday, Dec. 4 2001
Goodnow Library, Historical/Trustees Room
7:30 p.m.

AGENDA

- 1. Call to Order and Minutes (Nov., 2001)**
- 2. Financial Report (Nov FY02):** nothing unusual to report except that there will be several expensive repair costs.
- 3. Friends Report:** based on the trustees' suggestions, Bill asked the Friends to consider sponsoring two programs: one with a historical mystery writer and the other with a local jazz pianist. Agreed. The Friends will express gratitude to Marvin for his extra efforts.
- 4. Director's Report:**
 - a) **Library FY03:** the budget submitted as approved. Bill modified the narrative. Bill met with Maureen Valente, Kerry Spiedel and a rep from Fin Com to review the budget request. Maureen expressed appreciation for the needs addressed in the Incremental Increase requests. Maureen pointed out that the economic situation for FY03 would be challenging. I emphasized that the 35 additional staff hours are a conservative estimate of what is needed to meet current library activities. If the Town were unable to fund 35 hours, any additional hours would be appreciated.
 - b) **Landscaping:** as reported at the last meeting work is underway.
 - c) **Archival Database:** the database is up a running. We will be fine tuning things and planning for demonstrations etc.
 - d) **Staff Openings (P-T Library Clerks)** the three positions have been filled.
 - e) **Gutter Work:** Additional gutter work to north side should take place soon. Still need to make headway with two other repair issues: repairing the conduit coming into the electrical room from the north side exterior lights, and remedying the way in which water runs off the 1895 wing on the south side. He will ask the people making the gutter repair to evaluate the latter problem.
 - f) **New Loan Period:** so far it has been popular with the public.
 - g) **Bike Rack(s):** two racks on order.
 - h) **Kayak:** Need to review options for location of kayak and contact Mystic Seaport. Perhaps we should set-up sub committee to evaluate 3-4 locations and make recommendation to trustees.
 - i) **Annual Report:** will be due early January. Will send draft. Suggestions welcomed.
- 5. Trustees Report:**
 - a) **Shutters** -discuss handles for shutters.
 - b) **Nomination to the National Register:** Hans will attend Library's consideration on Dec. 12.
 - c) **Landscaping options**
- 6. Old Business:**
- 7. New Business: Review Policy for Exhibit areas-** policy and procedure regarding items sold as a result of being exhibited at the Library.
- 8. Adjournment**

