

**Board of Trustees: Goodnow Library**  
**Tuesday, March 20, 2001**  
**Goodnow Library**  
**7:30 p.m.**

### **AGENDA**

1. **Call to Order and Minutes** (Feb. 2001)
2. **Goodnow Library Foundation Inc.** Discuss Foundation with Rich Davison.
3. **Friends Report:**
4. **Financial Report:** (Feb. FY01)
5. **Director's Report:**
  - a) **Building Project and Repairs:** new ballasts to be sent and installed – no charge. Small modifications will be made in gutters over the arcade. HVAC repairs to be made soon.
  - b) **FY2002 Budget:** possibility that the Library's top priority for incremental increases will not be funded- additional hours for technical services.
  - c) **Audio/Video Materials:** request to increase spending for DVD's and books-on-CD by using more state aid. Acquire software educational/recreational software for Children's MAC's and for circulation. Will ask Friends for increase in funds as well.
  - d) **Town/Library Website:** Bill and Anne are working with Mark Thompson on the website's design. We have identified the type of features to include.
  - e) **Landscape/Snow Plowing:** need to reassess landscaping on island between library and MacKinnon's. Need to allow adequate space for snow plowing and to establish a walkway between sites. Should invite MacKinnon's. Bill Place will have property lines staked in spring.
  - f) **Town's Salary Schedule:** Salaries of all Department Heads are being reviewed by consulting firm. No major change will take place within next year. Bill submitted request for upgrade for Adult Services/Reference.
  - g) **Head of Circulation:** status report. Things are going well.
  - h) **Letter from Lee Swanson:** enclosed is a letter to the trustees from Lee Swanson. It is a follow-up to the discussion that Lee had with Bill and Anne last month.
  - i) **Software for Scheduling Meeting Rooms:** Mark Thompson will give several staff members a tutorial on using software for scheduling the rooms and staff coverage.
5. **Trustees Report:**
  - a) **Priorities for Build for the Future Funds:**
  - b) **Landscaping Committee:**
  - c) **Hosmer Paintings:** Discussion of where to hang the three paintings that we will have on loan from the Hosmer House.
6. **Old Business:**
7. **New Business**
8. **Adjournment:**