

Goodnow Library
Board of Trustees
Wednesday, Feb. 6 2002
Goodnow Library, Historical/Trustees Room 7:30 p.m.

Minutes

Present: Hans Lopater, Tom Arnold, Jill Browne (chair), Phyllis Cullinane, Lily Gordon and Bill Talentino.

1. Call to Order and Minutes: the meeting was called to order at 7:40 p.m. The January minutes were approved. (H. Lopater/P. Cullinane)

2. Financial Report (Jan. FY02): nothing unusual to report except that there will be an expensive elevator repair - \$4500. It seems we may squeak by in utilities, still a little early to tell.

3. Friends Report: The Friends are beginning to prepare for the book sale.

4. Director's Report:

- a) **Library FY03:** The "reduced" FY03 budget that was approved at last meeting was submitted – a 40% reduction in the FY03 budget recommended by the Town Manager. However, the Town is now focusing on non-override budgets, to get a sense of the impact on services. If no override is implemented, all Town department budgets will be level funded – the same total as FY02, at best. In this worse case scenario, some line items in the FY03 budget would actually be less than FY02 in order to absorb increases in salary (step and COLA), utilities and contracted services. Our meeting with Fin Com focused on the impact of this non-override budget. A non-override budget would mean reducing the book, automation, building, cleaning and personnel budgets. We would also lose the funds earmarked for PC's to replace dumb terminals. These reductions would weaken services and cause some reductions in hours. They come at a time when use of the Library is at an all time high and is still growing. Fin Com was sympathetic. With an override, we would probably need to implement the reductions discussed at the January meeting – with some adjustments.

Bill presented a proposal that adjusted where the cuts would be made – less from staffing and more from Maintenance, Library Materials, and Automation. The trustees supported this revision.

- b) **Kayak:** should be exhibited by early March.

- c) **Archival Database:** the database is up a running. We are resolving one glitch.

- d) **Hosmer Paintings:** the paintings have been re-arranged and their plaques are in place.

- e) **Annual Report:** Bill has submitted the revised version of the annual report.

5. Trustees Report:

- a) **Revised Policy for Exhibit areas:** at the last meeting the trustees agreed that exhibitions at Goodnow should not be used as an opportunity to sell the items displayed. Carol Hull has revised the policy to reflect this change - enclosed.

Since Carol was unable to attend the meeting, this issue will be taken up next month.

6. Old Business:

7. New Business: Bill was asked about an article that was to appear in the Crier on Assistive Technology. He said the reporter was going to get back to him this month. Hans reported that regular reporter would be out for a while and we should contact editor. He said that the reporter would do an article on the Library being on the Historical register. Jill mentioned that she and Bill are working on a special program to encourage a town-wide reading experience. The title will be *To Kill a Mockingbird*.

8. Adjournment: The meeting adjourned at 8:35 p.m. (H. Lopater/T. Arnold)