

Goodnow Library  
Board of Trustees  
Tuesday, Jan. 08, 2002  
Goodnow Library, Historical/Trustees Room 7:30 p.m.

## AGENDA

### 1. Call to Order and Minutes (Dec., 2001)

**2. Financial Report (Dec. FY02):** nothing unusual to report except that there will be an expensive elevator repair - \$4500.

**3. Friends Report:** no December meeting.

### 4. Director's Report:

a) **Library FY03:** the preliminary recommendation from the Town Manager included \$10,000 for additional staff hours for adult and Children's circulation. We had requested \$25,000 (35 hours) but, given budget projections for FY03, the \$10,000 would have been welcomed enthusiastically. She agreed that the additional staff was needed to try to maintain level effort service. Unfortunately on Friday (1/04/02) Maureen Valente gave the Department Heads the latest FY03 projections for the Town. Without a significant override the Level Effort budgets were out of the question. 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, we would have to reduce budget line items from their FY02 amounts in order to absorb increases in salary (step and COLA), utilities and contracted services. At the end of the meeting Maureen asked all departments to submit budget reduction suggestions for FY03 early next week. She asked for two options: reductions that will come close to maintaining a level effort budget and reductions that are more severe. I will have options ready for Tuesday night. Our Thursday night meeting with Fin Com will be re-scheduled.

b) **Kayak:** location chosen – on the face of short wall below second floor railing that is above the new books area. Contacted Mystic about best way to display it.

c) **Archival Database:** the database is up a running. We will be fine tuning things and planning for demonstrations etc.

d) **Gutter Work:** completed.

e) **Bike Rack(s):** two racks arrived. Will be kept in storage until spring. We will have time to decide on locations.

f) **Annual Report:** submitted on Monday. The theme was that the success of new library raises challenge of supporting increased activity.

g) **Revised Policy for Exhibit areas:** spoke with Randy. He did not think the change would be a problem for future exhibitors. He planned to write a letter to them explaining then change and asking them to respond with questions or concerns.

h) **Crier Article:** Crier article on several assistive technology devices in January.

### 5. Trustees Report:

a) **Nomination to the National Register:** passed.

b) **Build for the Future:** update on funds.

### 6. Old Business:

### 7. New Business:

### 8. Adjournment