

## Board of Trustees Minutes

Goodnow Library

Board of Trustees

Tuesday, Jan. 8 2002

Goodnow Library, Historical/Trustees Room 7:30 p.m.

**Present:** Hans Lopater, Jill Browne (chair), Phyllis Cullinane, Carol Hull, Lily Gordon, Robert Iuliano, guest, and Bill Talentino.

**1. Call to Order and Minutes (Dec., 2001):** the meeting was called to order at 7:35.

The December minutes were approved. (C.Hull/H. Lopater)

**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:** Bill explained that 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, some budget line items in FY03 would be reduced from 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. Maureen also said that Fin Com hearings would be re-scheduled.

Bill presented proposals for both options. After lengthy discussion the trustees approved the options with two modifications. More funds were taken from Building maintenance, primarily utilities, and no funds were taken from the library materials budget – books and audio-visual. If utility costs are higher than the budget supports, funds will be taken from the Meeting Room revolving fund. The more severe reduction proposal totaled 40% of the increases of the original recommended budget.

- b) **Kayak:** the location for the kayak has been chosen – on the face of short wall below second floor railing that is above the new books area. Mystic Seaport will create the slings needed to suspend the kayak in February.
- c) **Archival Database:** Bill announced that the database is up a running. He is working with Mark Thompson on a few glitches and planning for demonstrations etc in February.

**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:** The report's theme is that the success of new library raises the challenge of supporting the increased activity. Bill was asked to mention the connection between increased activity and the rise in the student population.

**g) Revised Policy for Exhibit areas:** Bill spoke with Randy LeSage about the policy revision. Randy did not think the change would be a problem for future exhibitors. He planned to write a letter to them explaining the 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:** Hans reported that the nomination passed.

**b) Build for the Future:** Hans received an update from Fay Farber, Friends' Treasurer. Approximately \$50,000 remains. There are several large expenses still to be addressed.

#### **6. Old Business:**

#### **7. New Business:**

#### **8. Adjournment**