

Goodnow Library
Board of Trustees
Tuesday, June 4, 2002
Goodnow Library, Historical/Trustees Room 7:30 p.m.

AGENDA

1. Call to Order and Minutes (May):

2. Financial Report (May FY02): looking closely at areas where there are deficits and surpluses -deficit in building repairs and supplies and surpluses in utilities. Will balance out. May not have much to apply to a carry forward for utilities.

3. Friends Report: Lily attended the Friends meeting and explained the trustees' recommendation regarding the commemorative quilt: display it in the Library at times, as part of a rotation of Library display items, and loan it to other departments etc. for display and other times. The theme of the quilt to commemorate the American spirit was discussed. The Friends' inclination was to have the quilt displayed at all times and to have it commemorate Sudbury victims of 9/11 specifically. The Friends will review their intent.

4. Director's Report:

a) **State Aid:** the final House budget recommendation restores the latest round of proposed cuts.

b) **P-T Reference:** selection process for filling positions underway. We will begin the process to fill a P-T library clerk position soon.

c) **DVD's:** monitoring theft rate. We may have to take special measures to secure them.

d) **Bulletin Board Policy/Unit:** in the process of looking at units.

e) **Sudbury Book Club:** good turn out for first program.

g) Building:

1. Ballast work underway.

2. Mats: waiting for sample and cost of mat for Lobby (Library logo) and for Meeting Room.

3. Front door handles replaced and new model seems fine.

4. HVAC pump being repaired- under warranty

5. Kayak installation not addressed as yet

6. Will get a price for replacing linoleum in the Children's Craft Room.

7. Will see to having bike rack installed.

8. Annual maintenance of Civil War memorial statue will be completed by the end of June.

h) Public Library Association Convention: will share some ideas gained from it, for example, 24 hours/7 days a week on-line reference service.

5. Trustees Report:

- a) **Landscaping Plans:** Left phone calls and e-mail with Conservation about transplanting trees. Received a suggestion that we set up a meeting with those groups and committees involved in Library's landscaping: Town Landscaping Committee, both garden clubs, Library's committee and landscaper. Seems like a good idea.
- b) **Goodnow Library Foundation:** discuss the future of the Foundation.
- c) **Piano Policy:** Lily will serve on a committee that will set up specific policies, procedures and a schedule. She will present the preliminary plans.
- d) **Plaque for those honored by Library in the past:** commission one plaque for those who were honored with individual plaques in old building.
- e) **Statue of Young Girl reading:** the statue was put in on Friday. Ceremony for it took place on Sunday.

6. Old Business:

7. New Business:

8. Adjournment