

Goodnow Library
Board of Trustees
Tuesday, March 5 2002
Goodnow Library, Historical/Trustees Room 7:30 p.m.

AGENDA

1. Call to Order and Minutes (Feb. 001)

2. Financial Report (Feb. FY02): nothing new to report other than that the elevator repairs will be more than originally estimated.

3. Friends Report: Friends propose that we have the Sudbury Quilters make quilt related to 9/11. Bill reported to them that the trustees were interested in the proposal, but could not give approval to anything without a clear understanding of the concept/image to be created. The Friends will get back to us. The Friends are beginning to prepare for the book sale.

4. Director's Report:

a) **Library FY03:** the Town finalized the figures for a non-override and override budgets for departments. A change was made in the non-override budget for the Library. The total amount was increased by \$10,000 – it is allocated to Salaries. We had planned to modify the non-override budget in order to reduce cuts in staffing and increasing cuts elsewhere. This was no longer necessary. In the override budget, Goodnow's total budget is slightly less than the Town Manager's original recommendation for FY03 and includes the \$12,100 for PC's.

b) **State Aid etc.:** Bill will distribute a statement showing what we allocated for FY03 and FY03 expenditures up to now.

c) **Archival Database:** the database is up a running.

d) **Piano Policy:** policy passed in June does not cover certain issues: charge for tune-up (if requested), a statement about responsibility for any mishap. Obviously have to charge meeting room fee for use of room.

e) **Copier:** our lease purchase agreement on staff copier expires in March. We have option of continuing with the lease purchase of \$80 per month (\$60 for lease and \$20 for basic service charge), or pay market value \$1150 and only \$20 per month for basic service. I recommend keeping lease purchase for at least another year. Next year the contract for the other two machines will expire as well and we may want to look at the entire issue.

f) **Bird Baths:** Thursday Garden Club would like permission to put two birdbaths in the garden behind the Children's Room. Metal stands placed in concrete - small footprint.

g) **Kayak:** expect kayak sling/brace to be completed before Historical Society program. Staff from Mystic Seaport visited the Library in early February to look over area etc.

5. Trustees Report:

a) **Revised Policy for Exhibit areas:** at the last meeting the trustees agreed that exhibits should not promote sales of works displayed. Revised policy is enclosed.

6. Old Business:

7. New Business:

8. Adjournment