

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

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

**1. Call to Order and Minutes (Feb. 001):** the meeting was called to order at 7:35 and the Feb. minutes were approved. (H. Lopater/L. Gordon)

**2. Financial Report (Feb. FY02):** nothing new to report other than that the elevator repairs will be more than originally estimated. The repairs budget will exceed its line item total, however, there should be surpluses elsewhere under the Building budget to offset it.

**3. Friends Report:** Friends propose that we have the Sudbury Quilters produce a 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. We had planned to modify the non-override budget in order to rearrange how the Fin Com had allocated the reductions – the Fin Com and Town Manager approved this. We were going to reduce cuts in staffing and increasing cuts elsewhere. This was not necessary. A change was made in the Fin Com's final version of the non-override budget for the Library. The total amount was increased by \$10,000 – it is allocated to Salaries. 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 distributed a statement showing the categories to which FY03 state aid is allocated and FY03 expenditures up to now. More has been applied to Building Maintenance items than had been planned originally. The trustees discussed how possible cuts in the FY03 budget would impact use of state aid.

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. Bill recommended 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. The trustees agreed. The issue of staying with Xerox or going with another vendor and arrangement will be decided next year.

**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. Carol Hull agreed to discuss it with them.

**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. Carol Hull presented the revised policy. The trustees asked that it be made more explicit. A motion was made to include the following sentence in the policy: No work may be sold during the exhibition. The sentence will appear at the end of the Guidelines section of the policy. (T. Arnold/C. Hull) Carol said that a second Exhibit Committee was established to manage exhibits in the Historical area.

**6. Old Business: NA**

**7. New Business: NA**

**8. Adjournment:** the meeting was adjourned at 9:10 p.m. (H. Lopater/C. Hull)