

Goodnow Library
Board of Trustees
Tuesday, March 4, 2003
Goodnow Library, Historical/Trustees Room
7:30 p.m.

Minutes

Present: Lily Gordon, Jill Browne, Carol Hull, Phyllis Cullinane, Hans Lopater, chair, and Bill Talentino, director.

1. The meeting was called to order at 7:35 and the Minutes (Feb., 2003) were approved with one correction. Carol Hull was not at the meeting. (l. Gordon/P. Cullinane)
2. **Chair's Report:** Hans reported on the serious challenges that the Governor's proposed budget presents to the Mass. Board of Library Commissioner's. He also reported that he spoke with Rep. Susan Pope about Goodnow's FY03 state aid. She would check to make sure that the second half of the aid is released. Bill provided additional information on the Governor's proposed budget and restructuring.

Hans informed the trustees that the current exhibit at the Library violates the Library's Exhibition Policy. The exhibit went up Monday. The exhibit was put up by a business that represents artists. Numerous business brochures were left with the exhibit. The telephone number on the brochures is a business number that offers options for purchasing art or becoming a client.

Hans left a message for the owner of the business saying that this was a violation of Goodnow's policy. He asked that the exhibit be taken down. He moved the brochures to the circulation office.

There was some discussion as to whether it was necessary to have the exhibit as well as the promotional material removed. Without the promotional material, the items on exhibit would not create the impression that they are for sale. The existing policy does not address the issue of what action would be taken with violators. Hans suggested that since the intent of the exhibit and promotional material were in blatant violation of the policy, that the exhibit should be removed by the business. The question was raised as to whether the artists were local, and whether they knew about the manner in which the exhibit was set up. A motion was made to have the exhibit removed. There were two votes in favor, two opposed and one abstention –the abstaining voter requested more information.

The trustees decided to remove all promotional material and contact the owner of the company to find out if the artists were local and if they were aware of the Library's policy and the owner's intent. Carol Hull agreed to do this. She would report back to the trustees. With this additional information the trustees would decide whether the exhibit should be removed.

3. **Financial Report (Feb. FY03):** Bill reported that several significant repairs needed to be made to the HVAC and Septic System. He spoke with staff responsible for YA and AV orders about the pace of spending. He is monitoring spending in other areas as well.

4. Friends Report: the Friends and staff will have a luncheon for the Library's volunteers on May 6. Bill expressed his appreciation for the generosity of the Friends. They volunteer many hours to provide resources that add significantly to the quality of service Goodnow offers.

a) Library Budget for FY04: information given last month is still the most current. The finance Committee outlined the FY04 budget deliberations in last week's Crier.

b).Head of Circulation: we have hired the new Head of Circulation, Deborah Pellegrini. Deborah has been a librarian for more than 20 years. She has been with the Concord Free Public Library for the last seven years.

c) HVAC: still waiting for crane etc for replacing compressor. The maintenance service vendor assured Bill that the warranty covers five years. Service provider thinks he has found source of problem with heat/cooling controls for certain areas. The HVAC company will get back to Bill.

d). Elevator: needs two repairs total cost \$750.

e) 24/7 Reference: Bill mentioned that the service began yesterday. The trustees asked about the type of questions received. Bill will report back.

f) Request to use Historical Octagon: a small film company requests the use the Room for one day of shooting for a small film. It will not involve any unusual electrical needs. Bill said he would bring the request to the trustees. He told the film representative that the trustees were not receptive to a prior request.

g) Wireless System: Mark Thompson will be meeting with Anne and Bill next week about a proposal for gaining wireless connectivity to Internet for users who come in with notebooks.

h) Speed Read Collection: Bill is still gathering information on pros and cons of switching from the rental collection to a speed read collection of popular items.

6. Trustees Report:

a) Appraisal of Library Art etc. Lily summarized the report from Skinners.

b) Meeting Room: the reservation signature form has been revised to highlight the seating capacity and seating capacity signs are on order. The trustees emphasized the representative reserving the room is aware that he or she is responsible for conveying this requirement to a group and give the Library the name of a member of the group who will be responsible for enforcing the policy.

c) Landscapers: Lily and Bill have a basic outline to share with landscapers.

7. Old Business:

8. New Business: at the conclusion of his chair report Hans Lopater announced that he was resigning from the Board.

9. Adjournment: moved to adjourn at 9:35. (C. Hull/P. Cullinane)