

Goodnow Library
Board of Trustees
Tuesday, April 6, 2004
Goodnow Library, Historical/Trustees Room
7:30 p.m.

Minutes

Present: Carol Hull, Jill Browne, Barbara Pryor, Phyllis Cullinane, Lily Gordon (chair), Henry Noer and Bill Talentino.

1. Call to Order and Minutes (March, 2004) the meeting was called to order at 7:32 and the trustees took up the Patriot Act Resolution out of order. Henry Noer, a sponsor of the article, spoke with the trustees about the upcoming TM resolution. Mr. Noer had e-mailed the resolution and material supporting it to the director last week. Bill had forwarded this material to the trustees. The article directed U.S. Representatives and Senators from Mass. to monitor the Act and to work toward rescinding aspects that violated fundamental American rights and liberties. The trustees listened carefully to Mr. Noer's presentation and asked several questions. Mr. Noer left and the trustees decided to review the issue again and hold a special short meeting the second evening of TM to decide on whether to officially support the article. Bill said he would tell Mr. Noer and advise the Town Clerk of this special meeting.

The March minutes were approved. (J.Browne/C. Hull)

2. Financial Report (March FY04): nothing unusual to report on the FY04 budget. Bill reviewed some of the special repairs he planned on making: French drain, ballasts etc.

3. Friends Report: the Friends Book Sale took place the first weekend of April.

4. Director's Report:

a) Revolving Fund Article: the article is part of the consent calendar. If it is taken off the calendar, Bill will present and explain the article.

b) Patriot Act Resolution: discussed under **Call to Order**.

c) Fees for missing inserts and other items: the trustees approved the fee recommendations for missing inserts that had been discussed at the March meeting. Several other fees that had been sent with the agenda were recommended and approved. They focused on missing parts of items returned: A/V Jan Way bags (Children's multi-media), maps and CD's (packaged with some books), tapes or CD's (audio-books) and other components of multi-media kits.

d) Personnel: Bill alerted the trustees to important staff evaluations that were coming up. He will be meeting with the Town Manager for his evaluation soon. Maureen Valente's evaluation was based on the evaluation written by the trustees. If the additional FY05 funding is approved at Town Meeting, the Library will probably hire two more P-T staff.

e) Facilities: **Bill is** making progress on sprinkler recall form. The electrician should begin replacing the ballasts and lights for the pendant lights soon. He will be handling several other small electrical projects. Bill has contacted the architect about a solution for the run-off water collecting by the stairs/sidewalk next to the first drop off parking space.

6. Trustees Report:

a) 5th Anniversary: Lily gave an update about the two events – Friday evening, April 30 and Sunday afternoon, May 2.

b) Landscaping: everyone agreed that we need to begin to set in motion plans for modifying landscaping – spring is here and fiscal year ends in June. Phyllis will contact the landscaper about cleaning up the areas, spreading mulch and doing some planting. She will speak to Bill Place about the trees that need to be removed.

7. Old Business: Reminder May meeting will be second Tuesday of the month with Friends.

8. New Business:

9. Adjournment: the meeting adjourned at 9:15. (P. Cullinane/B. Pryor)