

REMINDER SUDBURY FOUNDATION MEETING
AT 7 P.M.

Goodnow Library
Board of Trustees
Tuesday, June 1, 2004
Goodnow Library, Historical/Trustees Room
7:30 p.m.

AGENDA

- 1. Call to Order and Minutes.**
- 2. Financial Report (May FY04):** have set in motion plans for using funds for capital items and special repairs, such as, ballasts, lights, drainage, Network and Meeting Room technology. Expect to use all available funds and carry forward some funds for year end electric bill that covers part of June and July.
- 3. Friends Report:** the Friends will have its annual meeting on June 8 at 7:30 at the Wayside Inn. Bill will present the annual budget request for AV material and special children's program funding. He will speak to the Friends about the possibility of acquiring a CD and DVD cleaner/repair unit and software to manage museum passes and meeting use.
- 4. Director's Report:**
 - a) Personnel:** still evaluating options for using the additional FY05 funds for staffing and for re-allocating hours and responsibilities of two vacancies.
 - b) Director's Goals:** Town Manager completed evaluation with Bill. She established a new goal. The director is to provide a quarterly report to the Town Manager and Selectmen that describes activities, accomplishments and so on of the Library.
 - c) Facilities:** there will be several needs that are not addressed by the FY04 budget surplus. For FY05 will want to look at painting exterior trim of 19th century wing and two or three other items. Bill Place will help resolve problems with run-off water from the 19th century wing this fall.
- 5. Trustees Report:**
 - a) Landscaping:** Significant progress has been made. The tree work should begin in mid-June.
- 7. Old Business:**
- 8. New Business:**
- 9. Adjournment**