

Goodnow Library  
Board of Trustees  
Tuesday, February 1, 2005  
Goodnow Library, Small Conference Room  
7:30 p.m.

## AGENDA

### 1. Call to Order and Minutes.

2. **Financial Report (January FY05):** Overall, the budget categories are fine.

3. **Friends Report:** Bill was unable to attend to the January meeting.

### 4. Director's Report:

a) **FY06 budget:** The Town Manager presented Fin Com with her recommended budget for FY06 and a description of the type of reductions that would be made with a level funded budget. She focused on five departments: police, fire, highway, building and the library. Most of the reductions in a level funded scenario would impact these five departments. Budget increases in her recommended budget focused on these departments. Bill and the four other department heads met with Maureen Valente prior to her presentation to review relevant service and budget information. They also appeared at the presentation to provide additional information and to answer questions. The presentation was informative and well received.

b) **Annual Report:** will be in the Friends newsletter and on the Town web site.

#### c) Facilities:

1. Sprinkler system recall. Bill contacted Simplex about helping with the recall process. They plan to schedule it soon.

2. Ice jams. There is a small leak in the corner of the Preschool room. Bill believes it is melted water from the roof backing up into the outside wall. He is checking with the Building department.

d) **Strategic Plan Survey:** The consultant said that sampling every nth household from a town wide database of households should produce a reliable random survey. Mark Thompson has a file of all Sudbury households and should be able to select every n<sup>th</sup> listing and produce a mailer for them. The print survey form is finalized. It will be mailed to the households selected and will be available in-house. The print form and web form differ in format. Bill asked the other members of the Strategic Planning Committee to complete the on-line survey and comment on it. We hope to have the on-line version finalized within a week or so.

f) **Sudbury Archives Phase IV:** Bill submitted a grant proposal to the Sudbury Foundation for funding this final phase of the project. He requested \$50,000. The proposal calls for adding historical records covering 1850 – 1900. It also includes working with the Sudbury school system to add educational components that support the local history requirements of the curriculum. It will take three years to complete. Most of the activity will be performed by Laura Scott Lowell.

### 6. Trustees Report:

a) **Strategic Plan Timeline:** Barbara Pryor will outline.

### 7. Old Business:

### 8. New Business:

### 9. Adjournment: