

Goodnow Library  
Board of Trustees  
Tuesday, Dec. 5, 2006  
Goodnow Library, Small Conference Room  
7:30 p.m.

## AGENDA

- 1. Call to Order and Minutes.** Approval of the November minutes.
- 2. Financial Report (Nov FY 07):** nothing unusual to report.
- 3. Friends Report:** new sorting area for the Friends.
- 4. Director's Report:**
  - a) FY08:** the budget meeting with Town Manager, Maureen Valente was short. Barbara and I met with Maureen several weeks earlier to review the Strategic Plan, and the need for additional staffing and increased funding for library materials were discussed. Bill emphasized that the four requests for increases reflected community input, focused on key core services and, in terms of additional staffing, relied on the lowest paid positions. Maureen seemed most interested in the request related to increasing hours. If additional funding was approved, she suspected that it would represent a portion of our request and that the Library might have to make choices. I mentioned that our top priority, as listed in the proposal, was for more staff to enable us to increase hours.
  - b) School Cooperation:** plan to meet with LS school librarians in January and with Town school system's librarians this month. The focus will be on improving our joint efforts in serving students, creating a process for matching school projects to library resources, and publicizing school related resources and services. For example, we are hoping that the school librarians are agreeable to setting up a group e-mail account and to modifying the links on their home pages to Goodnow –provide a more direct link to Homework Helper. Perhaps together we can create a “Helpful Hints” bookmark for teachers planning assignments that require use of library resources- school and public.
- a) Annual Report:** in addition to the basic elements, we will focus on new initiatives and strategic plan. I'll present to trustees for January 2<sup>nd</sup> meeting. Is meeting the day after New Year's fine for everyone?
- 5. Trustees Report:**
  - a) Strategic Plan:** The Committee's final steps are to set priorities and a timeline for the goals, objectives and activities. The FY08 budget may provide an opportunity to address some issues, such as additional evening and weekend hours and increasing purchasing power for books and a/v. Bill will review the plan with the Assistant Director and then present draft to the Committee. Our goal is to have the plan in place in January.
  - b) Trustees by-laws:** update on review of the by-laws.
- 6. New Business:**
- 7. Adjournment:**