

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

MINUTES

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

1. Call to Order and Minutes. Approval of the November minutes. (C. Hull/B. Iuliano)

2. Financial Report (Nov FY 07): there was nothing unusual to report.

3. Friends Report: a storage area in the old basement area has been cleaned up and converted into a new sorting area for the Friends book sale. Our custodian (Wenderson) did all of the work.

4. Director's Report:

a) FY08: the budget meeting with Town Manager Maureen Valente was relatively short. Barbara Pryor and Bill had met with Maureen several weeks earlier to review the Strategic Plan. The Plan's call for additional staffing and increased funding for library materials was discussed at that time. In the FY08 budget meeting, Bill emphasized that the four requests for increases came out of the Strategic Plan and reflected community input. The requests focused on key areas of core services. The additional staffing called for in the requests, were concentrated in the lowest paid positions. Maureen seemed most interested in the request related to increasing hours. She suspected that, if additional funding was approved, it would represent only a portion of our total request and that the Library would have to make choices as to which requests would be funded. I mentioned that our top priority, as presented in the FY08 proposal, was for more staff to increase hours.

b) School Cooperation: members of Reference and Children's staff will meet with LS school librarians and Town school system's librarians in January. The focus will be on improving joint efforts to serve students, creating a process for matching school projects to library resources, and publicizing school related resources and services. For example, we hope to set up a group e-mail account and to modify the school home page links to Goodnow. The first will make it easier to share information on school assignments. The second will provide a more direct link to Homework Helper and other resources. Perhaps together we can create a "Helpful Hints" bookmark for teachers to use in planning assignments that require use of library resources- school and public. Teachers could e-mail us for help or suggestions as well.

a) Annual Report: as usual, we will describe the basic elements; however, the focus will be on new initiatives taken in 2006 and finalizing strategic plan. Bill will e-mail a draft to the trustees prior to the January 2nd meeting. The report is due January 5th.

5. Trustees Report:

a) Strategic Plan: The Committee's final steps are to set priorities and a timeline for the goals, objectives and activities. Members of the Committee will meet on December 20th to begin this process. The FY08 budget may provide an opportunity to address some of the issues identified in the Plan, such as additional evening and weekend hours and increasing purchasing power for books and a/v. Bill and the Assistant Director will

review the plan and have a draft timeline to present draft to the Committee. The intent is to have the plan in place in January 2007.

b) Trustees by-laws: the 1993 set of by-laws are the most current version. Only a few changes have occurred since. They were not integrated into the set. Bill will send Carol the Word file with the 1993 by-laws. Carol Hull will update the set with the post 1993 changes this prior to the January meeting. The next step will be to review the by-laws as a whole. Bob volunteered to work with Carol.

6. New Business: Jill updated the board on the status of the Goodnow Foundation. It may be more advantageous to begin over with a new foundation or to look to a different vehicle for soliciting, managing and allocating private donations for the benefit of the Goodnow Library. Jill and Bob will investigate options. Bill will investigate Wayland and Wellesley's efforts. He will check with the MBLC as well.

7. Adjournment: move to adjourn at 8:45 (J. Browne/B. Iuliano)