

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

AGENDA

1. Call to Order and Minutes.

2. Financial Report (Jan. FY06): No problems or unusual trends to report.

3. Friends Report: the Friends enjoyed the joint meeting and learning more about the survey results.

4. Director's Report:

a) **Trusts Funds:** in looking over material on the small trust funds, and speaking with the Town's Financial Director, it appears that the funds need to be kept distinct. The one exception is the Gertrude Farrell account. Its funds will be expended -@ \$58.

b) **Confidentiality:** suggest that we consider expanding the opening statement of our policy (2003) to clarify the scope of its application. **See attached draft.** The additional wording for consideration is in **bold.**

c) **Building Projects:** will begin drafting RFP for painting/gutters 19th century wing.

d) **Delivery:** volume vs vendor's capabilities is still a concern.

e) **Travel Reimbursement:** this has not received attention in almost 20 years.

Reimbursement has been sporadic at best. Currently, a few staff members are required to attend more MLN meetings than in the past. For this reason, and because of gas prices, I will be more attentive to handling reimbursements.

g)) **ESL Program:** a Sudbury resident has met with me on several occasions to discuss the possibility of offering an ESL program for Sudbury adults. The person is a retired Sudbury teacher who has done this type of volunteer teaching with Framingham agencies. I may have more background information for the meeting.

6. Trustees Report:

a) **Strategic Plan:** Karen has a basic working knowledge of the analysis software. We need to identify correlations of interest to us. Please think of some of the connections you would like to make regarding responses and types of users.

8. New Business:

9. Adjournment: