

Goodnow Library  
Board of Trustees  
Tuesday, June 26, 2006  
Goodnow Library, Small Conference Room  
7:30 p.m.

## Minutes

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

**1. Call to Order and Minutes.** April and May minutes approved (B. Iuliano/J. Browne)

**2. Financial Report (June 06):** end of the year cleaning and maintenance tasks are underway. Shelving for Adult and children's areas has been ordered. Electrical work is underway. The Budget will balance. We will carry forward some funds because the shelving and end panel invoices will not arrive on time. We will not carry forward funds for the July portion of the electric bill.

**3. Friends Report:** The Friends' had a small summer book sale Friday and Saturday – paperbacks only. We do not have the final tally but it seemed to be profitable. At the annual meeting, Ingrid Mayyasi was re-elected President.

**4. Director's Report:**

**a) Randy LeSage:** Randy and the trustees discussed his proposal to create works for the Library. He provided background information and sketches. The trustees looked at his paintings on exhibit in the library this month. Several were smaller renderings of works in his proposal. They also viewed the area of the Library in which the proposed works would be placed. The trustees were impressed with his work and concepts. The trustees discussed with Randy terms for moving forward on the proposal. The trustees expressed interest in several of the works Randy had already created in sketches and small paintings. He will produce a number of others. He planned on creating the works whether or not the Library agreed to accept them. The Library will choose the final works to be included. A key concept was the Library's ability to move works from the designated location (Second Floor Octagon in Non-fiction area) in the future. The trustees did not want to preclude future boards from having the ability to re-arrange what was displayed and where. There was agreement that the trustees would retain the right to do so. In terms of Randy's works, a decision involving changing location or storage would include a discussion with him or his designee as to whether the works should be returned to him. The discussion turned to sources of funding for materials –Randy is donating his time. Several potential sources were identified. Bill and others will help with this effort. The trustees thanked Randy and said that they would discuss the proposal further and respond.

After further discussion, Bob agreed to write up a formal response outlining the terms under which the Trustees and Randy would agree to the proposal. Bill was asked to convey this to Randy.

**b) Confidentiality:** the revised policy was approved. (C. Hull/J. Browne) Bill said that he and the staff would be reviewing practical implications of the policy and reporting back to the trustees.

**c) Building Projects:** Bill is finalizing the RFP and will be contacting contractors

recommended by Building department and others for painting the exterior of 19<sup>th</sup> century wing. Landscaping completed. Carpet and floor cleaning took place over the week end. Shelving will be delivered in mid-July. Shifting the adult Fiction and Mystery collections once the shelving is installed will be a difficult proposition. Depending on several factors, it might require closing the Library for a day or two. Bill will try to avoid this option, but asked the trustees for approval to do so if it seemed necessary. Approved. (B. Pryor/B. Iuliano)

**d) Downloadable Audiobooks:** began in June. There were 80 subscribers and 56 downloads within 3 weeks of initiating the program – an impressive start.

**e) Selectmen's Meeting:** our annual meeting with the Selectmen is on July 25. We can expect to be heard at 8:00 or so. Barbara and Bill will work on the report which will focus on the Strategic Plan and main points derived from the survey.

**f) ESL Program:** working towards a September start –up. It will be geared for 4-6 adults interested in acquiring basic conversational skills.

**g) Medway Library:** in July Medway's budget will be drastically reduced. The level of services will be well below state standards and Medway. It will be open 20 hours a week. There will be three staff members. It will have no library materials budget. As a result of these actions, Medway will be decertified in December. Bill recommended that Goodnow rescind reciprocal borrowing and other library services with Medway when it becomes decertified. Reciprocal privileges are just that - reciprocal. Medway will not be able to reciprocate. Approved. (B. Iuliano/L. Gordon)

**h) Park and Recreation Department Request:** Park and Recreation asked if they could place a sign on the front lawn, near the road, to publicize their summer concert series. It would be for up to 6 weeks. Bill suggested that we allow it and establish a policy restricting signs to Town Departments and evaluating each proposal as it is presented. Approved. (J. Browne/C. Hull)

#### **6. Trustees Report:**

**a) Strategic Plan:** Trustees received draft of Goals to review for the meeting. Barbara and Bill highlighted key points. The trustees commented on several areas. They suggested additional examples of library activity and statistics on collections. More detail should be given to school/library cooperation and to public relations. The trustees decided that the funding goal would be worked in greater detail once feedback is gained from other parties. Ingrid Mayyasi, president of the Friends, will choose a sub-committee to look at the draft and provide input. Bill will review it again with staff department heads. A copy will be given to the Town manager for comment. The trustees decided

**8. New Business:** Lily reported on the Town's work on a Disaster Plan. She will act as a liaison. Jill Browne was nominated and voted in as vice-president, president –elect. (B. Pryor/C. Hull) Unanimous.

#### **9. Adjournment:**