

Goodnow Library  
Board of Trustees  
Tuesday, May 2, 2006  
Goodnow Library, Small Conference Room  
7:30 p.m.

## **AGENDA**

- 1. Call to Order and Minutes.** Approval of the February minutes.
- 2. Financial Report (April 06):** No problems or unusual trends to report. We will have funds for landscaping, spring cleaning and electrical and plumbing repairs. Bill is looking to apply some funds to shelving.
- 3. Friends Report:** the Friends agreed to share a portion of the annual subscription cost for the downloadable audiobook subscription. The Friends' book and bake sale generated @ \$14,000.
- 4. Director's Report:**
  - a) Selectmen's Meeting:** our annual meeting with the Selectmen is on May 16. The estimate I received is that we will not come up until 8:30 or so. I will be prepared to review key events and issues –similar to last year's meeting. I've attached the report we submitted last year -September. It will serve as a good starting point for outlining this year's report. I think the upcoming meeting will be a good opportunity to share our new vision and mission statements and to remind the Selectmen and Town Manager that we will be sharing the final draft of the Plan with them for comment.
  - b) Confidentiality:** hope to pick up again next month.
  - c) Building Projects:** completed RFP for painting/gutters of 19<sup>th</sup> century wing. Will be contacting contractors recommended by Building department and others. I mentioned landscaping etc. above. If you remember, the sprinkler heads for our sprinkler system are on a recall program. I checked last week on the timetable –next year. However, I was told that if we had any heads that were rusting, we should deal with them now. We pay and they reimburse. We have some rusted heads. I am mulling how we should proceed.
  - d) Downloadable Audiobooks:** will begin in June. Bill is on a small committee that will set up common policies, procedures, advertising and FAQ's for the 24 MLN libraries offering this product.
  - e) Randy LeSage:** Randy asked to meet with us in June not May.
  - f) ESL Program:** working towards a September start –up. It will be geared for 4-6 adults interested in acquiring basic conversational skills.
  - g) Volunteers Luncheon:** the Friends and staff will have a luncheon for the volunteers on Thursday May 11 at noon -2 pm.
- 6. Trustees Report:**
  - a) Strategic Plan:** The vision statement and mission statement seem to be in place. Barbara will report on progress towards establishing goals. Karen Tobin is working with the analysis software. She hopes to have most of the sorted reports ready in a week. We will need to interpret the results.
- 8. New Business:**
- 9. Adjournment:**