

Goodnow Library
Board of Trustees
Tuesday, March 6, 2007
Goodnow Library, Small Conference Room
7:30 p.m.

AGENDA

- 1. Call to Order and Minutes.** Approval of the February minutes.
- 2. Financial Report (Jan. FY 07):** nothing unusual to report. I hope to have an estimate for the work on replacing rusted pipes leading to the sprinkler systems release heads by the meeting. This cost will determine if we have funds to use at end of year towards other needs.
- 3. Friends Report:** at upcoming meeting will review option for replacing existing copiers with newer models. On-going cost should be close to the same.
- 5. Director's Report:**
 - a) Annual Report:**
 - b) School Cooperation:** staff and eight grade teachers and students had a mutually satisfying experience three weeks ago. Students made an all day visit to Goodnow to work on a major project.
 - c) Warrant for FY08 Budget:** three budgets shown: requested budget, a non override budget an override budget. The non-override budget for Goodnow will meet our level effort cost increases: steps etc. It meets two-thirds of cost increases library materials cost. It cuts our Office Expense account by 10%- all town departments experiencing this reduction. The override option would include the full cost increase for materials (+ \$2,000). It also increases Personnel by \$15,750. This will allow us to add Thursday evenings and 2-3 more Sundays to the schedule. It also gives us much needed additional part-time Saturday desk coverage. We had designated these requests as high priorities.
 - b) Internet and Filters:** there may be an article in the Globe West this Sunday on Internet use and filters in libraries. An incident in Hingham has raised interest. I was contacted by a reporter. I described our policy and its reasoning. I emphasized that we take a proactive approach to use of the Internet. The article should be interesting.
 - c) E-Commerce:** Minuteman is looking into the possibility of enabling users to pay fines and lost/damage fees in person or remotely with a credit card. Libraries initiating this have seen an increase in payments. The Town allows some payments with credit card now.
- 5. Trustees Report:**
 - a) Strategic Plan:** The final Plan and its timeline were mailed to you last week. The goals in which the trustees have the most specific responsibilities, beyond approval and budget considerations are: Goal #1 (Building/Facilities), Objective 1: Landscape Design and Maintenance and Goal #6 (Funding), Objective 2: Goodnow Foundation- evaluate the Foundation and alternative entities for soliciting, managing and allocating private donations for the benefit of the Goodnow Library. Review timeline and discuss factors that will accelerate or inhibit activities.
 - b) Goodnow Foundation:** I did speak with staff of the MBLC. It took me a little while to get to the right people. My conversation seemed to raise more questions than it resolved. The two people I spoke with in a conference call have the responsibility for

working with libraries setting up entities for fundraising. I outlined my understanding of the three options: foundation, publicly supported charity and supporting organization and our questions about the role of the trustees in pursuing an option, particularly the third option.

Most of the libraries that the MBLC staff members have been in contact with have been focused on the foundation option. They were familiar with Friends groups as being an example of a supporting organization. They said that one of the challenges of setting up any type of fundraising entity is the composition of the board of directors. They gave me the names of several libraries that have gone through the process of evaluating options. I will try to reach them before the meeting. I will have more to report at our meeting.

c) **Trustees by-laws:** update on review of the by-laws.

6. Old Business:

7. New Business:

8. Adjournment: