

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

Minutes

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

1. Call to Order and Minutes: the meeting was called to order at 7:35. February minutes were not available.

2. Financial Report (Jan. FY 07): nothing unusual to report. Bill hopes 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, for example additional display shelves or upgrading the telephone system.

3. Friends Report: at upcoming meeting Bill will review the options for replacing the existing copiers with new models. The on-going cost will be higher due to our adding a scanning component that Mark Thompson recommended. It will enable us share scanned images with other Town departments. The trustees asked Bill to look into a joint Trustees/Friends meeting.

5. Director's Report:

a) School Cooperation: library staff, 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. Staff provided an orientation to library resources and services and then assisted students with their research. It went well. We hope that this will become a regular event.

b) 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 the cost increase for library materials. It cuts our Office Expense account by 10%- all town departments are 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.

c) Internet and Filters: there was an article in the Globe West Sunday on Internet use and filters in libraries. An incident in Hingham has raised interest. Bill was contacted by a reporter. He described Goodnow's policy and its reasoning. He emphasized that Goodnow takes a proactive approach to use of the Internet. The article is informative. Bill is quoted. He has not received any reaction from users.

d) 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. Bill is recommending that MLN also look at "courtesy notices". The MLN system is able to send e-mail alerts to users as items come due.

5. Trustees Report:

a) Strategic Plan: The final Plan and its timeline were mailed to trustees 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. The trustees reviewed the timelines and discussed factors that could accelerate or inhibit addressing activities within the timeline. The Plan was approved. (J. Browne/P. Cullinane)

b) Goodnow Foundation: Bill spoke with the staff of the MBLC. The conversation seemed to raise more questions than it resolved. The people he spoke with in a conference call have the responsibility for working with libraries to set up entities for fundraising. Bill outlined the three options under consideration: foundation, publicly supported charity and supporting organization charity. He asked 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 him the names of several libraries that have gone through the process of evaluating options. They suggested speaking with the Mass. Dept. of Revenue: Bureau of Municipal Financial Law.

Bill reached two of the libraries. They formed foundations. It took some effort to form them. There are on-going recording etc. obligations. Bill, Jill and Bob will continue to work on this matter.

c) Trustees by-laws: the trustees reviewed the updated by-laws. Several modifications were discussed. The update with the modifications was approved. (C. Hull/B. Iuliano)

6. Old Business:

7. New Business: Bill mentioned that Patricia Walsh died. She was the Assistant Children's Librarian some years ago.

8. Adjournment: the meeting adjourned at 9:00. (B. Iuliano/C. Hull)