

Goodnow Library

Board of Trustees

Tuesday, Jan 6, 2009

Goodnow Library, Trustees Room

7:30 p.m.

AGENDA

1. Call to Order and Minutes: motion to approve the December 2nd minutes.

2. Financial Report (December 2008): most line items are fine. The Repairs line is a cause for concern. Based on five months worth of utility bills, we should have a surplus there that could be applied to a potential reduction in January. We will need to adjust the Library Materials budget based on decisions regarding potential reductions. The total FY09 budget will be impacted by state aid cuts too.

3. Friends Report: nothing to report.

4. Director's Report:

a) FY09: need to continue to plan for a 5% of the budget (\$49,000). We identified about \$30,000 in possibilities last month. Enclosed are those options and a few more.

b) RFID and Self Check-Out: the CIPC supported the RFID proposal calling for \$80,000 from the Town for Phase I. It is the seventh of nine proposals supported. It now goes to the Fin Com and Selectmen. Bill also put in an order for the self checkout licenses with Minuteman's vendor. He and the staff will begin planning for implementing self-checkout.

c) Martin Luther King Closing: as part of the plan for reducing the FY09 budget, the Library will be closed the weekend before the holiday.

d) Annual Report: draft sent with minutes. Final version is due this coming Friday.

e) Meeting with Town Manager: will try to schedule soon. Given pending budget and personnel decisions, as well as, discussions about regionalization, fees and other matters from Budget Review Committee, meeting with the Town Manager and chair of the Selectmen would be advantageous.

3. Trustees Report:

4. Old Business:

Goodnow Library Foundation Inc.: Jill and Barbara will report.

5. New Business:

6. Adjournment: