

Goodnow Library

Board of Trustees

Tuesday Nov.10, 2009

Goodnow Library, Trustees Room

7:45 p.m.

AGENDA

- 1. Call to Order and Minutes:** motion to approve the Oct. minutes.
- 2. Financial Report (Oct. FY10):** As usual we are well ahead in spending for magazines, newspapers and fiction. They require a sizable upfront payment.
- 3. Friends Report:** we will need to schedule the overlap meeting of the Trustees and Friends for January or February. This will allow us to have a joint meeting for about ½ hour. We discussed using the time to honor or celebrate the Friends' contributions. It may benefit from a little planning.
- 4. Director's Report:**
 - a) RFID and Self Check-Out:** Phase I of the project –tagging and encoding all items (105,000) is underway. We have tagged about 26,000 items. Our goal is to do at least 4,000 a week. Volunteers are a big help. Soon we will begin encoding items as well – scanning the barcode number of each item onto its tag. We are still hoping to have the system running by July.
 - b) FY11:** the FY11 budget proposal with two variations was submitted Oct.23. The guidelines called for preparing a budget based on 1.5% or \$14,000 less than the current (FY10) budget and a second based on a 3% increase over FY10. The first budget required reductions in the current level of service. The later budget met all of our level service cost increases for FY11. Details will be provided at the meeting.
 - c) Exterior Lights:** thanks to F.D. Captain Doug Stone the lights have been replaced.
 - d) Sheepish Painting:** the Sudbury Historical Society never followed up on borrowing the painting.
 - e) Roof:** thanks to the Building Inspector, a roofer the town is working with made an inspection of the slate and rubberized roofs last week. He found several areas needing repairs. I am waiting for the results.
 - e) Trust Funds:** will distribute the final FY09 report.

f) Hosmer Paintings: update.

3. Trustees Report:

a) Meeting with Selectmen: Barbara, Bob, Lily will summarize the second meeting.

b) Goodnow Foundation: Bill and Jill attended a program sponsored by the Boston Foundation on fundraising for non-profits. It was by invitation. Our consultant Jay Volk recommended it and facilitated the invitation. Jill is attending a follow up workshop in Chicago sponsored by the American Library Association on 11/10/09. Bill sent the latest version of the FAQ to the Town Manager and Selectmen.

4. Old Business:

5. New Business:

6. Adjournment: