

Goodnow Library

Board of Trustees

Tuesday Oct.6, 2009

Goodnow Library, Trustees Room

7:30 p.m.

AGENDA

1. Call to Order and Minutes: motion to approve the June minutes.

2. Financial Report (Sept. FY10): As usual we are well ahead in spending for magazines, newspapers and a few other items that require a sizable upfront payment or rely on other funds for the bulk of their budget. A report on the RFID project will be given at the meeting.

3. Friends Report: reminder that we will want to schedule to overlap at least one of the Trustees' meetings with a Friends' meeting. This will allow us to have a joint meeting for about ½ hour.

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 10,000 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 hope to have the system running by July.

b) FY11: we will receive the guidelines for FY11 this week. It appears that two proposals will be required: a 1% increase and a 4.5% increase. In each proposal, increases in benefit costs will be included. As a result it is likely that both will require a reduction in some areas to accommodate increases elsewhere. A preliminary overview will be given at the meeting.

c) PLA and MLS: the Assistant Director will be going to PLA. Only one staff member will receive the small course reimbursement.

d) Sheepish Painting: the Sudbury Historical Society is having a program at Town H on October 11th all on art owned by the Town. It seems that our painting of the flock qualifies. Fred Scott of Fscott Gallery in Sudbury is giving the program and would like to display it at the program. I said that the trustees would have to decide. I noted that security etc would be concerns. The trustees wouldn't want anything to go astray.

e) Sudbury Pond and Waterways: the group has a better understanding about Goodnow's concerns about accepting the Map/Exhibit for permanent display. Its officers will make it a rotating display. They asked if it could be displayed for a period of time at Goodnow annually. I

said I thought that the trustees would be agreeable and would review the proposal with them and send a formal response.

f) Hosmer Paintings: report on insurance and placement.

g). Cleaning Contract: a decision will be made this week on the proposals.

h) Affiliations: through Friends organization, libraries are setting up affiliated relationships with businesses that ultimately generate benefits for libraries and for businesses. As an example, Shaws' customers can designate the Friends of Goodnow Library as the beneficiary of a percentage of grocery receipts. There will be other opportunities, if the Library wants to pursue them through the Friends. MLN has been approached too.

3. Trustees Report:

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

b) Goodnow Foundation: nothing new to report. Bill will send the latest version of the FAQ to the Town Manager and Selectmen.

4. Old Business:

5. New Business:

6. Adjournment: