

Goodnow Library

Board of Trustees

Tuesday Oct.6, 2009

Goodnow Library, Trustees Room

7:30 p.m.

Minutes

Present: Phyllis Cullinane (chair), Lily Gordon, Bob Iuliano, Jill Browne, Barbara Pryor and Bill Talentino.

1. Call to Order and Minutes: the meeting was called to order at 7:35. The September minutes were approved.

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. Bill provided a report on the RFID project spending and progress (see attachment).

3. Friends Report: discussion of dates for scheduling an overlap at least one of the Trustees' meetings with a Friends' meeting to allow for a joint meeting for about ½ hour. The Trustees want to use the occasion to thank the Friends for the generous support of Goodnow. The Trustees could move their December meeting to the second Tuesday. Bill will ask the Friends. Phyllis mentioned that she sent a letter to the Crier on behalf of the Trustees thanking the Friends for its support

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) Sheep and Friends Painting: the Sudbury Historical Society is having a program at Town

Hall on October 11th all on art owned by the Town. Goodnow's painting of sheep, goats and cows is of particular interest to the person giving the program -Fred Scott of Scott Gallery in Sudbury. He would like to display it at the program. Bill said that the trustees would have to decide and noted that security would be a concern. He asked the person to check back after the meeting. The Trustees approved the request with several conditions. The Society would need to provide a careful plan for its move and check on any insurance issues. Bill will pass on the conditions.

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. Bill said he thought that the Trustees would be agreeable and would review the proposal with them and send a formal response. The Trustees concurred.

f) Hosmer Paintings: report on insurance and placement. The town received a report on the value and conditions for insuring Hosmer paintings. It impacts on the Library because three paintings are located at Goodnow and a fourth was part of an agreement for revolving the number displayed at Goodnow. For insurance purposes, the arrangement with the Hosmer Association, Goodnow and Janice Rudolf cannot continue. The Trustees asked Bill to initiate discussion with the Selectmen and Hosmer Association for placement of the fourth painting. Perhaps the Flynn Building or Lower Town Hall would be a good location for the fourth painting. It may be that the revolving concept could be continued with this new arrangement. Periodically one of the three displayed at Goodnow could be exchanged for the fourth displayed elsewhere.

g). Cleaning Contract: the current vendor was awarded the new contract.

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. The trustees saw this as a positive development.

3. Trustees Report:

a) Meeting with Selectmen: Barbara, Bob, Lily will summarize the first meeting. All three believed that the meeting went well. There was agreement from all participating on the committee that the focus would be on all forms of collaboration that would sustain or expand the quality of library service Goodnow provides the community. Maureen and the Selectmen were impressed with the level of collaborative and regionalized services achieved through Minuteman. Maureen stated that there was significant regional collaboration throughout Town government. It just wasn't well known. The next meeting will be October 29.

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: None

5. New Business: Mark Thompson's Capital request for FY12 will include an upgrade of the Library's telephone. This is consistent with one of the objectives of the Library's Strategic Plan. The Trustees voiced a concern about the Library's exterior lighting. Bill said that the Fire Dept. is scheduled to come out to replace the burnt out bulbs.

6. Adjournment: the meeting adjourned at 9:10 (B. Iuliano/J. Browne)