

Goodnow Library

Board of Trustees

Tuesday Feb. 9, 2010

Goodnow Library, Trustees Room

7:30 p.m.

Minutes

Present: Bob Iuliano, Lily Gordon (chair), Jill Browne, Carol Hull, Bill Talentino and the officers of the Friends. Bill announced that trustee Barbara Pryor had broken her hip. She was recovering fine, but would not be able to attend.

1. Call to Order: the meeting was called to order at 7:40. The trustees expressed their appreciation to the Friends for all of the efforts made on behalf of the Library. The trustees also provided an update on progress made with the Goodnow Library Foundation.

2. Minutes: the Jan. minutes were approved with one addition. To clarify the trustees action regarding the Mutual Access Agreement, “unanimously” will be inserted to the statement that the policy was approved. (J. Browne/B. Iuliano)

3. Financial Report (Jan. FY10): nothing unusual to report. There may be some small surpluses in General expenses and elsewhere, since repair costs are always hard to predict, it will be put to use. Roofing issues identified in a report made by a company that has been working with the Building Inspector on evaluating Town buildings will be taken up in spring. Some aspects should be under warranty.

4. Director’s Report:

a) RFID and Self Check-Out: the conversion process –tagging and encoding all items (115,000) is moving forward. Staff and volunteers have tagged about 72,000 items. Volunteers are a big help. We’ve just started encoding items as well – scanning the barcode number of each item onto its tag, and will be receiving additional RFIC components and adding volunteers for this as well. Bill will provide a financial report next meeting.

b) Annual Report: the final version reflected the suggestions from the trustees and submitted.

c) FY11: larger departments, including Goodnow, were asked to identify additional reductions to the non-override budget submitted in October. This reduction would be in addition to the FY11 budget reductions departments submitted to get to 1.5% below their FY10 budget totals. The additional cuts are needed because the Town’s portion of FY11 budget is still \$105,000 short of meeting the FY11 non-override budget. Bill submitted further reductions to the cleaning and

services contracts, utilities and automation amounting to \$5,000. He reminded the Town Manager that his retirement would amount to some level of savings in the Director's salary line for FY11.

As part of the FY11 override budget, Goodnow would receive level service funding, with a small increase above maintaining the library's existing purchasing power for library materials. The override budget also creates the facilities management department for the Town which would have an impact on Goodnow. It would provide more comprehensive and consistent support for Town facilities.

5. Trustees Report:

a) Collaboration Committee (CC): Bill reported that he and Barbara submitted to the CC a summary of the main principles and goals that the committee unanimously approved over its three meetings. The principles and goals will be the frame of reference for any discussions and recommendations that the CC makes regarding collaboration. The CC may meet to review the summary. Bob, Lily and Bill believed that the representatives of the Selectmen and Trustees, the Town manager, trustees and Director gained a great deal from these meetings.

b) Goodnow Foundation: Jill and Bill reported that they are still investigating the Benevon fundraising model. It seems to be a valuable option. They are also working on identifying potential Ex. Board members. The trustees agreed to think of possible candidates. Bill noted that April 4, 2013 will mark the 150th anniversary of the Goodnow Library.

6. Old Business: none

7. New Business: the trustees agreed to move the March meeting to the third Tuesday –march 16.

8. Adjournment: the meeting adjourned at 8:50. (B. Iuliano/J. Browne)