

Goodnow Library Board of Trustees
Minutes-corrected
Tuesday, November 3, 2015

Attendance: Carol Hull, Sarah Sogigian (chair), Barbara Pryor, Robert Iuliano, Lily Gordon, Esmé Green

Absent: Marie Royea

Sarah called the meeting to order at 7:39pm.

Vote to approve the minutes of the October 6, 2015 meeting with corrections. (Bob/Carol). So voted.

I. Director's Report:

A. Financial report: Esmé reported there was a 1% COLA passed for all non-union staff.

B. Facilities:

1. There were various matters related to landscaping that were discussed. The Sudbury Garden Club would like to submit a proposal to redo the garden that sits in front of the Civil War stature. The trustees said that they would like to see the details of the proposal before taking a vote. Esmé has asked the Thursday Garden Club, who manages the garden by the Children's courtyard for its suggestions for the type of tree to replace the River Birches that have been removed due to growing too large and close to the roof gutters. Esmé also reported that there are some areas around the new book drop that are currently bare dirt. She suggested some hardy ground cover, but it was suggested the area be paved over. She will follow up with the Highway Department, but it is likely the work will not be done until spring.

2. Wi-Fi access points: Esmé reported that the library's access points have been completely upgraded. The library was the first department in town to have Wi-Fi and as a result are the oldest. The new system will be able to manage more data and load balance during high traffic times.

3. HVAC system update: Jim Kelly has been working to improve efficiency and control of the temperature in the library. Various projects are underway, including fixing the chiller on the roof, fix the thermostats around the library and implement remote access with the ability to view and regulate temperatures.

4. The trustees remarked how helpful Jim Kelly is, and asked Esmé to send a note of thanks to him. Esmé sent a note, which reads: Dear Jim, at the request of the Goodnow Library Board of Trustees, we would like to thank you for your help in managing the library's various and time-

consuming Facilities needs. Not a meeting goes by without some discussion of how helpful you have been in solving our building issues and concerns. In addition, we appreciate your positive attitude and can-do spirit. Signed, Goodnow Library Board of Trustees"

C. Book drop update: the book drop be open 24/7 beginning this Sunday. At this time, there is no need to update the library's return policy.

D. Bylaw review: tabled until the December meeting.

II. Trustees Report

A. Update on authority of elected town boards in relation to that of the town manager: Sarah again reached out to Town Counsel, but received no response. The board requests that the Vice Chair reach out to set up a meeting with the Town Manager in late November with himself and possibly the board Chair, not the board as a whole, ccing the library's Selectman liaison, Len Simon.

III. Foundation Report:

A. Barbara asked for a vote of the board to reappoint the Goodnow Library Foundation Board, namely Helen Crary, Paula Bentick-Smith, Judy Petrovic, Barbara Pryor and Steve Ziobrowski. (Bob/Lily). So voted.

B. The October gala, Tinker Time, was a great success and raised approximately \$45,000 and garnered 66 new donors.

C. The annual appeal letter will be going out later in November, and the board will be meeting with major donors.

D. The Foundation has hired a consultant, Leslie Godoff to do an analysis of development opportunities.

E. The board is working on planning next year's events, which will include skipping a year of the gala and moving it to the spring of 2017.

IV. Old business

A. *Policy: Book drops-revised: tabled indefinitely*

B. *Policy: Plaques/Naming: Esmé and Sarah will meet and come up with a draft*

C. *Update on visit by Kevin Kennedy regarding "Indian Ashes": Esmé met with Barbara St. Andre, Town Counsel. She said she would look into it, but Esmé has not heard back. In the meantime, Esmé contacted Rachel Onuf, the SHRAB archivist for advice. She was very helpful; she pointed Esmé to the Native American Graves and Repatriation Act (NAGPRA). She recommended that we contact the National NAGPRA Program Manager, Melanie O'Brien. She said she*

can talk us through the process and offer guidance if we do not know the tribe or there are no known lineal descendants of the remains in the Goodnow Library's possession. Esmé will follow up and report back.

V. New Business:

A. *A Board photo was taken that can be used on the website and in the annual report.*

VI. Any other items not known 48 hours in advance of the meeting:

A. *Esmé announced that this year's Staff Development Day would be held on Friday, December 11.*

VII. Adjournment: motion to adjourn made by Sarah at 8:30. Seconded by Bob. So voted.

*Respectfully submitted,
Esmé Green, Library Director
December 7, 2015*