

**Goodnow Library Board of Trustees
Minutes
Tuesday, January 5, 2016, 7:00PM**

Attendance: Sarah Sogigian (chair), Barbara Pryor, Robert Iuliano, Lily Gordon, Esmé Green, Marie Royea. **Absent:** Carol Hull

Sarah called the meeting to order at 7:03pm.

Vote to approve the minutes of the November 3, 2015 meeting. (Marie/Bob). So voted.

I. Director's Report:

- A. Esmé's near future schedule: Esmé announced that she will be taking a short term leave of six weeks to undergo back surgery and recuperation. Karen Tobin, the Assistant Director and the rest of the supervisors will take good care of the library in her absence. Esmé will Skype in to the next trustees' meeting.
- B. Tour of third floor space: at the request of Bob, Esmé gave a tour of some of the library spaces the board was not familiar with. She showed them the third floor storage, old director's office, the rooms created when the original octagon was squared off.
- C. Financial Report: there is nothing of note to report on the financial report.
- D. Budget update: the library budget has gone through several revisions in an effort to meet the target set by the Financial Committee, while still being able to cover the library's needs. Currently, the library has submitted a budget that is \$64K over the target. Esmé and Anna are meeting with the Financial Director, Town Manager and Assistant Town Manager to go over it again. Esmé will report back with final numbers when she has them.
- E. Annual report: Esmé is working on a draft of the annual report. It is due to the town on January 29.

II. Trustees Report

- A. Recruitment of new board members: Two candidates have declared interest in running for library trustee. Alan Gordon and former Friends president, Ingrid Mayyasi. The date candidates are allowed to pull papers was January 4.
- B. By law review: Bob asked Esmé to send him the by-laws and that Sarah send him examples from other libraries, and he will present revisions at an upcoming meeting.
- C. Update on authority of elected town boards in relation to that of the town manager: Bob announced that the Selectmen were releasing the opinion of the town counsel at tonight's meeting (also Jan 5). Sarah and Bob met with the town manager to give her an overview of the situation. She suggested that the trustees invite town counsel to the next trustees meeting. Sarah talked to town counsel who agreed to

come to a meeting. The board asked Sarah to invite the town manager and Len Simon, the library's liaison to the selectmen.

III. Foundation Report:

A. The foundation board discussed its plans for 2016 at a recent meeting. They are submitting a grant to the Sudbury Foundation at the end of January for ongoing salary support.

IV. Old business

A. Policy: Plaques/Naming: tabled

B. Indian artifacts: Esmé has contacted the national office for the Native American Graves Protection and Repatriation Act (NAGPRA) for assistance in repatriating some items in the library's historical collection. They have recommended that she meet with the Wampanoag to work together on the inventory that must be filed with the NAGPRA office. She is scheduled to meet Ramona Peters, Tribal Historic Preservation Officer of the Mashpee Wampanoag Tribe.

C. New Business: Sarah asked about planning a Staff Appreciation party for March. She and Esmé will work on setting a date.

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

A. Revolving Funds expenditures must be approved by the trustees by January 31 to be included in the warrant for town meeting. Esmé presented the requested and it was signed by all present trustees.

VI. Next meeting date:

A. In order to allow the town manager to attend the next meeting, the trustees agreed to change the date of the next meeting so it would not coincide with a selectmen's meeting, which are also on Tuesday evenings. Thursday, February 11 was chosen.

VII. Adjournment: motion to adjourn made by Marie at 8:09pm. Seconded by Bob. So voted.

*Respectfully submitted,
Esmé Green, Library Director
January 17, 2016*