

## Goodnow Library Board of Trustees

### Minutes

Tuesday, January 3, 2017, 7:00pm

Small Conference Room, Goodnow Library, 21 Concord Road

**Attendance:** Alan Gordon, Lily Gordon, Esmé Green, Susan Johnson, Barbara Pryor, Marie Royea.

**Absent:** Robert Iuliano

**Guests:** Barbara and Donald Sherman, Samantha Greenfield

Barbara called the meeting to order at 7:01pm.

**Call to order and vote to approve minutes of the December 6, 2016 meeting:** Alan made a motion to approve the minutes of both meetings; seconded by Lily. So voted.

Barbara asked that the item "Sherman Donation" be addressed out of order as the first item as the Shermans were present. Mr. and Mrs. Sherman would like to make a significant donation to the Goodnow Library Foundation "Reimagining the Second Floor" project. Their donation will be acknowledged by naming the makerspace the Sara Sherman Now Lab. They lost their daughter recently and have been looking for something that would fit. She was an extraordinary student, she loved teaching and she loved learning. They feel that supporting the library's project would honor her memory and inspire other donors. They feel that supporting the library would have made her happy. The board thanked Mr. and Mrs. Sherman for their generosity. Details of the agreement would be worked out by the Foundation and Trustees with the Shermans.

### Director's Report:

Financial Report: Esmé presented the latest financial report. Spending is on target and typical for this time in the fiscal year.

Budget update: Esmé met with the town manager and financial director to go over the library's budget request. Budget hearings will begin soon and the town manager's budget will be published soon.

Facilities: slow progress is being made on the parking agreement. The town's legal counsel has redlined the agreement received from the property manager's attorney, and it is now being reviewed by the town manager.

Library news: Esmé reported that Staff Day was a success and thanked the board for their support in holding it. The morning was used to learn about several new programs and systems in the library, including the new calendar software, how to use the new A/V system in the Community Room, and a tour of the Assistive Technology center. The afternoon was spent learning about ALICE, an active-shooter preparation program. The session was led by Police Chief Scott Nix and Esmé. Feedback on the evaluations was very positive, particularly for the ALICE training.

Meeting rooms policy revision -- tabled

### Trustees Report:

Update on authority of elected town boards in relation to that of the town manager: Barbara received an email from Bob (see attached) to town counsel letting her know that the board was considering her suggestion that the trustees seek a charter amendment at Town Meeting. The board then discussed the procedure for getting an amendment on the warrant, wording, and questioned when and how the state gets involved. Barbara said she would ask Bob to set a deadline on when these items needed to be accomplished.

**Foundation Report:**

Sherman donation: (see above)

Fundraising update: the current estimated costs for the project are \$415K, \$200K of it for construction. \$56K has been raised so far and there is \$68K in pledges. The annual appeal has brought in \$26K so far. A grant to the Sudbury Foundation for \$35K, mainly for maker space equipment, PR and training has been submitted by the library.

***Old business:***

Parking: (see above in Director's report)

***New Business: none***

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

1. The library has received its first State Aid installment for \$13,795.07 (see attached)
2. Goodnow is hosting a library legislative breakfast on Friday, February 7, 2017, and everyone is encouraged to attend if they are able. We will be discussing the Legislative Agenda from the MA Board of Library Commissioners and several elected officials will be attending.

**Adjournment:** *Marie made a motion to adjourn at 8:18 pm. Seconded by Lily. So voted.*