

**Goodnow Library Board of Trustees**  
**Minutes-corrected**  
**Tuesday, November 7, 2017, 7:00pm**  
**Historical Room, Goodnow Library, 21 Concord Road**

**Attendance:** Alan Gordon, Lily Gordon Esmé Green, Ingrid Mayyasi, Barbara Pryor, Marie Royea.

**Absent:** Susan Johnson

**Call to order and vote to approve minutes of the October 3, 2017 meeting:** Barbara called the meeting to order at 7:05pm. Barbara made a motion to accept the minutes of the October meeting. Seconded by Marie. There were two minor corrections. So voted.

**Director's Report:**

Financial Report: There is nothing new of note to report. Expenditures are on target.

Customer Service Policy (vote): Tabled until December meeting.

Collection Development policy (vote): Esmé presented a revised policy that she and her supervisors worked on together. Questions raised previously by trustees were resolved. Alan made a motion to accept the policy as presented. Seconded by Lily. So voted.

**Foundation Report:**

Update on Second Floor: Work on the makerspace began on November 2. The temporary wall has been built. Demolition work will happen at night when the library is closed, so as not to disturb library patrons. There is an eight-week lead time on fabrication of the wall, during which time much of the interior work will be completed.

Annual appeal: Barbara reported that the Annual Appeal letter is in the mail. Last year, it raised \$35K. The goal this year is \$40K.

Strategic Plan: The board met to work on the strategic plan. They are now putting the final touches on it and it will be completed shortly.

Tiles/Fundraising: The fundraising goal for the tiles is \$25K. \$23,500 has been raised so far.

**Old business:** none

**New Business:** none

**Any other items not known 48 hours in advance of the meeting:** Esmé shared a flyer for a program for library trustees hosted by the MA Board of Library Commissioners here at Goodnow on Saturday, November 18.

**Adjournment:** Ingrid made a motion to adjourn at 7:56pm. Seconded by Marie. So voted.

*Next meeting: December 5, 2017*