

**Goodnow Library Board of Trustees  
Minutes  
Tuesday, March 3, 2020, 6:30p.m.  
Historical Room, Goodnow Library, 21 Concord Road**

**Attendance:** Alan Gordon (ch.), Lily Gordon, Esmé Green (sec), Ingrid Mayyasi (v. ch.), Barbara Pryor, Marie Royea, Beth Whitlock

**Absent:** none

**Call to order and vote to approve minutes of the February 4, 2020 meeting:** The meeting was called to order at 6:37pm. Esmé asked for a motion to accept the minutes. Beth made the motion to approve; seconded by Ingrid. So voted.

**Director's Report:**

Financial Report: nothing unusual to report. Spending level are appropriate for the time of year.

Macmillan embargo: Esmé presented information about other libraries' boycott of Macmillan, which includes reasoning, strategy, and impact. The Minuteman Library Network Membership Committee has asked its members to check with their boards and indicate their interest in a network-wide boycott. Esmé is not asking for a vote at this time, but for the board to discuss the pros and cons.

CPA FY21 Request for Historical Room: Esmé and the other members of the Historical Collections Committee (Barbara Pryor (BOT), Judy Petrovic (GLF), Jim Hill (GLF), Karen Tobin (GL staff), Brenda Castino (GL staff)) met to start working on the Annual Town Meeting presentation. Esmé will set up a meeting with Ken Vona to work on more precise costs, and Jim Hill will invite a contractor he has worked with in his role on the Historic Commission to do the same.

Approval of 2019 annual report: Esmé is still working on it. It was suggested that Esmé consider including the Community Info Fair and passport application services, as well as her service as the MA Library Association President. Esmé thanked the board for their input.

Personnel update: We are in the final stages of hiring someone for the Head of Reference Services position. In addition, one of our long-time Circulation Assistants, Gwenyth Swain has left for a full-time position at the MA Library System offices.

Movie Filming: On March 2, the library was taken over by the film crew of "Shine" as they filmed a scene in the library's Historical Room. Esmé worked closely with the location scout, Tim Gorman to work out all the details. The filming—including set up, filming and break down took over 12 hours. It was an exciting experience for everyone, and the film crew loved our space, particularly our restrooms, wifi and comfortable seating!

Action Plan update: Esmé let the board know that she is currently updating the action plan and will have it to present to them soon.

Historical revenue of meeting rooms: After the discussion of the library's existing and planned new revolving funds, Esmé put together a presentation of the historic revenues of the funds. See attached.

## **Trustee's Report**

Friends: Esmé confirmed that she sent the Memorandum of Understanding to the members of the Friends board on Wednesday, February 26 that included a deadline to sign by March 13. As of the time of this meeting, there has been no response, so the board asked Esmé to send a follow up reminder, expressing their concern, and a reminder of changes in the working relationship that will follow if the agreement is not signed.

## **Foundation Report:**

Nomination of new board member, Marisa Lutz: Marie made a motion to appoint Ms. Lutz to the Goodnow Library Foundation Board; it was seconded by Beth. So voted. In addition, Katherine Ryan's resume was distributed and recommended as a board member. Barbara made the motion, it was seconded by Beth. So voted.

## ***Old Business:***

Policy: Use of Meeting Rooms: tabled indefinitely

## ***New business:***

***Any other items not known 48 hours in advance of the meeting:*** none.

**Adjournment:** Beth made a motion to adjourn at 7:48pm.

*Next meeting: Tuesday, April 7, 2020*