

**Goodnow Library Board of Trustees**  
**Minutes-corrected**  
**Tuesday, October 6, 2020, 5:00 p.m.**  
**Virtual Meeting Via Zoom**

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

**Absent:** Ingrid Mayyasi (ch.)

**Call to order and vote to approve minutes of the September 8 meeting:** Beth called the meeting to order at 5:07PM and made a motion to accept the minutes. Seconded by Alan. So voted.

**Director's Report:**

Financial Report: nothing out of the ordinary to report. It was noted the Teen spending was behind and Esmé will follow up with the librarian about it.

Budget season: FY20, FY21, FY22: As reported at a town wide department heads meeting, the Financial director is in the process of auditing FY20, implementing FY21 after town meeting voted on it on September 12, and preparing for the new fiscal year. The board will start to prepare for the FY22 instructions.

COVID-19 Update: the library building remains closed to the public. The library has been following the town manager's recommendation to remain closed.

Annual Town Meeting recap: Both library articles (12 and 48) and the budget passed.

Personnel: We welcomed some new part time staff that replaced those that retired in August and September. We have a new custodian. Beth asked about staff morale and comfort with working in the building and potentially serving the public directly, Esmé reported that the staff have been great for the most part, demonstrating flexibility and adaptability to new workflow and assignments. No one has indicated anxiety about working in the building, but there is some stress around the idea of opening to the public.

**Trustee Report:**

Friends: Since the last meeting, Esmé met with the Foundation and worked with them to set up a dedicated memorial gifts line item. She filled the town manager in on the events of the past 2 years and worked on a timeline of events. At the time of this meeting there has been no response from the Friends about the letter sent on September 30. The board discussed what to do in the event it is not signed. Esmé will contact the board on October 16 about whether or not the Friends responded. The board reaffirmed its commitment to follow through on the statements in the letter.

**Foundation Report:**

### GLF Communications

- We sent out another "News from the GLF" last week featuring Marilyn Ellsworth. We hope that you all took the time to read it.
- A press release about the upcoming Books & Brews fundraiser was printed in last week's Town Crier and we continue to post on social media about the event. **Please follow the Goodnow Library Foundation on Facebook and Instagram and "like" our posts!**

### Finances

- Donations for our Fall Appeal are coming in daily - About \$8,000 has been received to date. (As of 9/1/20 about \$12,000 from other sources had already been raised towards the 2020 \$35,000 Annual Fund goal.)
- Separately, Leadership Circle members - who received a personalized letter - have contributed about \$10,000.

### Events

- We are in full-planning mode for "Books & Brews" - taking place in less than two weeks. Our last call to purchase tickets was mailed yesterday. **Please show your support for the GLF and buy a ticket if you haven't done so already!** If you won't be local to pick up the meal, we will donate it to the Emerson Hospital staff that evening. Tickets are \$85pp.
- We successfully pulled off the unveiling of Janice Corkin Rudolf's sculpture, "Tree of Inspiration", on Sunday, September 20<sup>th</sup>.

*Old Business: none*

*New business: Marie suggested the date of the November meeting be changed, as it coincided with the national election. Beth asked that the time be changed to 6:00. The new day and time of Monday, November 2 at 6:00PM was selected.*

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

**Adjournment:** Beth made a motion to adjourn at 6:20pm. Seconded by Marie.

*Next meeting: Monday, November 2, 2020, 6:00PM\**

*\*changed due to election*