

Goodnow Library
Board of Trustees
Tuesday, June 4, 2002
Goodnow Library, Historical/Trustees Room 7:30 p.m.

Minutes

Present: Hans Lopater (chair), Jill Browne, Lily Gordon, Bob Iuliano, Carol Hull and Phyllis Cullinane. Director Bill Talentino was ill.

1. Call to Order and Minutes: the meeting was called to order at 7:35 and the May minutes were approved. (L.Gordon/P.Cullinane)

2. Financial Report (May FY02): Bill is looking monitoring areas where there are deficits and surpluses -deficit in building repairs and supplies and surpluses in utilities and personnel. With the exception of Personnel, the budget will balance out. Funds should be available for purchasing two PC's under the Automation account. There may be a small amount available to apply to a carry forward for utilities – the last utility bill comes after the close of the fiscal year and covers a portion of two fiscal years.

3. Friends Report: Lily attended the Friends meeting and explained the trustees' recommendation regarding the commemorative quilt: display it in the Library at times, as part of a rotation of Library display items, and loan it to other departments etc. for display and other times. The theme of the quilt to commemorate the American spirit was discussed. The Friends' inclination was to have the quilt displayed at all times and to have it commemorate Sudbury victims of 9/11 specifically. Subsequent to the meeting, the Friends agreed to proceed with a quilt in a frame so that it could be moved to different locations. The frame will bear an appropriate remark regarding 9/11/01. The final design is subject to approval by the trustees. The Friends will have its annual Fourth of July paperback book sale at Heritage Park

4. Director's Report: in the agenda sent to the trustees for this meeting, Bill reported the following.

a) **State Aid:** the final House budget recommendation restores the latest round of proposed cuts. The cuts impact state aid as well as Minuteman and Metro west support.

b) **P-T Reference:** selection process for filling positions underway. We will begin the process to fill a P-T library clerk position soon as well.

c) **DVD's:** monitoring theft rate. We may have to take special measures to secure them.

d) **Bulletin Board Unit:** Jill and Bill are in the process of looking at units so that we can display flyers etc of non-profit organizations.

e) **Sudbury Book Club:** the intergenerational book discussion program had a good turn out – 28 attended.

g) **Building:**

1. Ballast work underway.

2. Mats: the Lobby mat would cost less than \$450. The trustees agreed to

- spend up to \$450 on a Lobby mat that would bear the library's logo.
3. Front door handles replaced and new model seems fine.
 4. HVAC pump being repaired- under warranty
 5. Kayak installation not addressed as yet
 6. Will get a price for replacing linoleum in the Children's Craft Room.
 7. Will see to having bike rack installed.
 8. Annual maintenance of Civil War memorial statue will be completed by the end of June.

5. Trustees Report:

- a) **Landscaping Plans:** Bill left phone calls and e-mail with Conservation about transplanting trees to other areas on site. Cost estimate for this work from Roger Sturgis was \$1200. Received a suggestion that we set up a meeting with those groups and committees involved in Library's landscaping: Town Landscaping Committee, both garden clubs, Library's committee and landscaper. A great deal of landscaping took place in May. The Chair expressed a concern regarding the cost of this work. No data was available.
 - b) **Goodnow Library Foundation:** Bob reported that the Foundation still exists. With some legal work, the Foundation can receive tax-exempt 501c3 status. However, a public foundation would have to conduct an annual solicitation. Phyllis Cullinane offered to check with Concord Library about soliciting funds for a foundation. The current Sudbury Foundation members are: Carol Hull, Jill Browne, Phyllis Cullinane, David Levington and Tom Arnold. The Foundation's charter provides for a board of at least five. Thus a replacement must be chosen at such a meeting. ***** The Chair noted that he would recuse himself from any discussion. Ant further discussion of Foundation matters should not be part of a Trustees Agenda, but take place at a separate meeting of the Goodnow Library Foundation.
 - c) **Piano Policy:** a committee consisting of Lily Gordon, Anne Rossini and Elizabeth Kinney have been formed. Their task is to prepare a policy for discussion by the trustees. It was noted that Weston charges at least \$135, plus cleaning charges for use of their meeting room when used for music performances.
 - d) **Plaque for those honored by Library in the past:** the trustees discussed ordering one plaque for those individuals who were honored with individual plaques in old building. The discussion focused on who should be included. It will be taken up again in September.
 - e) **Statue of Young Girl reading:** the statue was put in place last Friday. Its unveiling and program/reception took place on Sunday. It was a great success. Public response to the statue has been extremely enthusiastic.
6. **Old Business:** none.
 7. **New Business:** none.
 8. **Adjournment:** The meeting was adjourned at 8:57 p.m. (P. Cullinane/L. Gordon)