

## Goodnow Library Board of Trustees

### Minutes

Wednesday, April 4, 2017, 7:00pm

Small Conference Room, Goodnow Library, 21 Concord Road

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

Bob called the meeting to order at 7:05pm.

**Call to order and vote to approve minutes of the March 7, 2017 meeting:** Susan made a motion to approve the minutes as presented. Seconded by Alan. So voted.

### Director's Report

Financial Report: Esmé reviewed the account summary as well as the revenue and trust summary. Bob suggested we consider setting rules for spending over \$10K and budget levels for those accounts (state aid and trusts).

Meeting Rooms Policy revision: Esmé presented the final version of the policy. Bob made a motion to approve; seconded by Marie. So voted.

"Exempt" patron status: Esmé presented some data on exempt vs. regular patrons. Both groups are similar in number of checkout, overdues, types of material; the main difference being that the exempt group is much smaller. Of the 11,120 registered borrowers, 1,308 have exempt status. The main issues are that no one knows about it, it isn't regulated, and library staff feel it is a rule not applied fairly. Most libraries do not use the exempt status. The board recommends that we end the use of this status and give everyone equitable access.

Determine if special time or date needs to be set for May meeting so it doesn't interfere with Annual Town Meeting: the group agreed to meet at LSRHS at 6:30 on May 1, unless there was no urgent business, in which case, the meeting would be postponed one week.

### Trustees Report

Update on authority of elected town boards in relation to that of the town manager: Bob is meeting with the town manager next Thursday (4/13). The two issues that need to be discussed are: 1.) Hiring the director by the town manager and one trustee. The board feels that while one trustee would coordinate with the town manager, the whole board should be part of the process. 2.) Removal of the director. The town manager says she decides. The trustees want it done in consultation. If the two parties disagree, who makes the final decision? The Selectmen?

### Foundation Report

- The Historical Collections Policy is almost complete. It has taken a long time, and we have received invaluable help from Rachel Onuf, the roving archivist from SHRAB.
- The Foundation will need to write a new strategic plan this year.
- The Foundation is helping to host a STEAM Fair on 4/29, and a Leadership Circle appreciation breakfast is scheduled for some time in May.

- Regarding the Second Floor, Esmé is meeting with the architect to review the plans. It looks like we will need to raise an additional \$100K to start the project. The first phase of carpeting will take place the week of 4/24.
- The preliminary numbers on the gala are approximately \$30K raised, with \$22K in sponsorships.

### **Old business**

Parking: the town and owner have reached an agreement. The next step is to get the agreement signed by both parties.

### ***New Business***

Vote on chair and vice-chair: Alan nominated Barbara as president and Marie as vice-president. Graciously agreeing to serve, Bob seconded the motion. Unanimously voted.

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

**Adjournment:** *Marie made a motion to adjourn at 8:28 pm. Seconded by Alan. So voted.*

*Next meeting: tbd, 2017*