

**Kingston Public Library**  
**Board of Trustees**  
**Meeting minutes for February 1st, 2010**

On February 1<sup>st</sup>, 2010, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Brian McWilliams, chair, Val Spence, treasurer, Cynthia Fitzgerald, and Spencer Clough, secretary.

Also present was the library director Sia Stewart.  
The chair opened the meeting at 7:25 p.m.

- I. Minutes: of the January 4<sup>th</sup>, meeting were amended and passed unanimously upon a motion by Ms. Spence, seconded by Ms. Fitzgerald.
- II. Powder House: Mr. McWilliams communicated with Mr. Holmes but Mr. Holmes has not responded. The CPC meeting is February 23<sup>rd</sup>. Mr. McWilliams will attempt to contact Mr. Brack and Mr. Holmes again.
- III. Heritage Center: no report.
- IV. Fundraising:
  - a. The town counsel stated that endorsements would be alright; the ethics commission suggests the need for a written policy. Such a policy should be reasonable, make sense, and be in line with what the library does. Ms. Stewart distributed a draft policy, which was unanimously accepted as proposed, upon a motion by Mr. Clough, seconded by Ms. Fitzgerald.
  - b. The “Piggy Project”: members of the committee will make a presentation to the selectmen on February 16<sup>th</sup>.
  - c. The Foundation has set up a bank account and a post office box. Ms. Hoeg and other committee members met with state representative Tom Calter. Ms. Hoeg will perform in a benefit concert on March 6<sup>th</sup>. Mr. McWilliams is assisting Ms. Bolsey with the plywood pigs.
- V. Friends: Bob Weber is the new president, and will sit on the foundation board. Mr. Weber will also attend the SEMLS legislative breakfast.
- VI. Meeting room: a request from the U.S. Census Bureau to use the room for training sessions, passed unanimously upon a motion by Ms. Spence, seconded by Ms. Fitzgerald.
- VII. Director’s report:
  - a. Monthly meetings with individual staff are going well.
  - b. Ms. Stewart is waiting for the Permanent Building Committee to resolve problems with the meeting room.
  - c. Certification: the library waiver from decertification will be voted on by the MBLC on 2/4/10. Rob Maier, director of the MBLC, has stated that the standards will remain in place. Whether the library is able to meet the materials standard will depend upon fundraising.
  - d. Budget: the Governor’s budget has been released; although the regions have seen large cuts the towns were not as badly cut.

- e. Finance Committee: our liaisons for the year are Paul Ricci and Matt Hamilton. The director and trustees will meet with the committee on February 11<sup>th</sup> at 7:15.
  - f. Cable series: Ms. Stewart invited the trustees to contribute ideas for a cable t.v. series.
  - g. Meetings: the trustees will need to reschedule the meetings for April 5<sup>th</sup> and June 1<sup>st</sup>.
- VIII. Staff Reports: were received from the reference librarian, the children's librarian, and the archivist.
- IX. Payment of Bills.
- X. Old business:
- a. Review of the trustees' bylaws – tabled until a future meeting.
  - b. Collection development policy: a proposed policy was distributed by Ms. Stewart. The board accepted the policy as proposed by a unanimous vote, as moved by Mr. Clough, seconded by Ms. Spence.
  - c. Director's performance evaluation: was tabled until the next meeting.
- XI. New business:
- a. Policy on solicitation: a proposal was distributed by Ms. Stewart and was accepted unanimously as proposed, upon a motion by Mr. Clough, seconded by Ms. Spence.
  - b. Bulletin board policy: the trustees voted unanimously to amend the policy regarding individual enterprises by limiting such postings to Kingston residents only. This action passed unanimously upon a motion by Ms. Fitzgerald, seconded by Ms. Spence.
- XII. The meeting closed upon a motion by Mr. McWilliams, seconded by Ms. Spence at 9:05 p.m.