

Kingston Public Library
Board of Trustees
Meeting minutes for January 4th, 2010

On January 4th 2010, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Brian McWilliams, chair, Val Spence, treasurer, Gerald Buckley, Cynthia Fitzgerald, Vanessa Verkade, 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 December 7th, 2009 meeting were unanimously passed upon a motion by Ms. Buckley, seconded by Ms. Fitzgerald.
- II. Wii: the director reported having received three offers to replace the stolen Wii player.
- III. Powder House: Mr. Holmes' response to Ms. April's letter resulted in a material change in the terms of his offer. Ms. Stewart has responded to Mr. Holmes. Mr. McWilliams will speak with Mr. Brack, owner of the property on which the structure rests. Further discussion was tabled to the next meeting.
- IV. Fundraising: trustees voted unanimously on a motion by Ms. Buckley, seconded by Mr. Clough, to dissolve the Development Committee. Mr. McWilliams will send a letter to members of that committee to thank them for their service. Ms. Buckley reported on the "Piggy Project" with a tentative start date of March 15th. Trustees will announce the creation of the Library Foundation in a forthcoming appeal letter. The next foundation meeting is scheduled for January 11th.
- V. Heritage Center: no report.
- VI. Friends: no report.
- VII. Meeting room: no requests.
- VIII. Director's report: the problems with regulating color printing continue; the director has initiated monthly, individual meetings with staff members to monitor progress on projects and duties; she is also waiting for assistance from the permanent building committee on solutions to the mold problem in the meeting room. The town administrator has created a better inclement weather policy; this includes putting the highway department on notice regarding the early cleaning of the parking lot and sidewalk. There is no news on the budget; the Governor's budget is due out in the 3rd week in January. Issues regarding the updating of juvenile records to adult records have not been resolved by OCLN Central Site. This year 98 communities will request waivers from decertification; Kingston's director will not be required to present the waiver petition in person.
- IX. Dates: January 11th, foundation meeting; January 18th, the town warrant is set; February 5th, SEMLS legislative breakfast.
- X. Staff Reports: were received from the reference librarian, and the children's librarian.

- XI. Payment of Bills.
- XII. Old business: none.
- XIII. New business: the director suggested that trustees review and revise the trustees' bylaws. Tabled until next month. Also, the collection development policy was distributed for consideration and updating. The town's website content and management policy was received from the selectmen; this policy requires each department to appoint a designee to maintain their respective site. Upon a motion by Ms. Buckley, seconded by Ms. Fitzgerald, the trustees voted unanimously to appoint the director as the designee to maintain the library website. Ms. Verkade requested documents necessary for conducting the director's performance evaluation for 2009.
- XIV. The meeting closed upon a motion by Ms. Buckley, seconded by Ms. Spence at 9:35 p.m.