

**Kingston Public Library  
Board of Trustees  
Meeting minutes for January 5th, 2009**

On January 5th, 2009, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Brian McWilliams, chair, Val Spence, treasurer, 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: for December were passed unanimously upon a motion by Ms. Fitzgerald, seconded by Ms. Spence.
- II. Fundraising: there will be a need for a second trustees' meeting on January 26<sup>th</sup> to review the case statement; the board will also review suggestions and additions for the Development Committee; Jay Caporale has suggested that the board rewrite the library mission statement.
- III. Heritage Center: Mr. Clough reported that the HCDC has hired a museum consultant, Riverhill; that the consultant is conducting a town-wide survey for input on the use of the Adam's building; there will also be a series of focus groups meeting to further develop the Heritage Center mission.
- IV. Friends: request to hold a 2d Book Sale in the spring; the motion passed unanimously after being moved by Mr. Clough, seconded by Ms. Spence; the board would ask that the group consider a possible plant sale.
- V. Meeting room: no requests.
- VI. Courtyard: tabled.
- VII. Director's report: budget cuts appear imminent; Fin Comm. has asked for numbers for FY '10 with reductions of 7% and 10%; Wage and Personnel requests have been submitted for January 14<sup>th</sup>; Mr. McWilliams, Ms. Spence and Ms. Fitzgerald will attend the Wage and Personnel and Capital Planning meetings; the director pointed out news items in the Boston Globe regarding libraries in an economic downturn; the Town Administrator has sent a memo to department heads to prepare for possible cuts to the current year's budget.
- VIII. Powder House: no news.
- IX. Planning Committee: no news.
- X. Staff reports: were received from the reference librarian and the children's librarian.
- XI. Other business: Ms. Fitzgerald has been appointed by the Governor to the Kingston Housing Authority.
- XII. Closed: on a motion by Ms. Spence, seconded by Ms. Fitzgerald, at 8:35 p.m.