

Kingston Public Library
Board of Trustees
Meeting minutes for January 7, 2008

On January 7th, 2008, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Brian McWilliams, chair; Val Spence, treasurer; Cynthia Fitzgerald, Joyce Rossi, Vanessa Verkade, and Spencer Clough, secretary.

Also present was library director Sia Stewart.

The meeting opened at 7:25 p.m.

1. Minutes of the December 3rd meeting were approved upon a motion by Ms. Spence, seconded by Ms. Rossi.
2. Heritage Center: Mr. Clough and Ms. Aprill will meet with the HRC on January 16th.
3. Meeting room requests: none.
4. Courtyard and front gardens: no news.
5. User surveys: will be posted to the website and distributed in print within the library.
6. Annual Appeal: has received over \$5,000 from 93 households; many donors are not card holders; there is a need to do more in-house promotion, for an outdoor banner, a public service reminder in the Kingston Mariner, and to target corporate donors; the board authorized the director to hire Steve Dubin to write a corporate solicitation letter.
7. Director's Report:
 - a. Fin. Comm. projects a town deficit of \$1.2 million for FY'09; the town will be looking to make cuts to departmental budgets; the library's request of \$553, 719 will just meet the library certification requirements; however there will be a \$19,286 shortage in acquisitions; Fin. Comm. will meet with the library on January 17th to discuss the budget.
 - b. Randolph has lost certification; Bridgewater will be decided on February 7th; the director recommends holding off on the denial of services to Randolph until their status has been finalized.
 - c. Susan Aprill assisted the Historical Commission in an inventory of materials in the old Town House attic.
 - d. Dates: Fin. Comm. meeting is on January 17th; Martin Luther King Day, January 21st, the library will be closed; Capital Planning meeting will be on January 23rd.
8. Staff reports were received by mail with the meeting agenda.
9. Payment of Bills.
10. Meeting closed at 8:30 p.m. upon a motion by Mr. Clough, seconded by Ms. Fitzgerald.

SEC:02/04/08