

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

On October 5th, 2009, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Val Spence, treasurer, Cynthia Fitzgerald, Vanessa Verkade, Gerald Buckley and Spencer Clough, secretary.

Also present was the library director Sia Stewart and archivist, Susan Aprill. The treasurer opened the meeting at 7:25 p.m.

- I. Minutes: of the August 31st meeting were unanimously passed upon a motion by Ms. Buckley, seconded by Ms. Verkade.
- II. Email agendas: a motion to send meeting agendas by Ms. Buckley, seconded by Mr. Clough, was passed upon a vote of 4 ayes, and 1 abstention.
- III. Development Committee: is still raising money for the creation of the foundation; the committee is reviewing the bylaws; Tom O'Brien will attend the October 26th meeting to discuss the acceptance of gifts.
- IV. 15th Anniversary Celebration: Braintree is holding a formal dance and auction to commemorate their 10th Anniversary.
- V. Planning: Ms. Spence tabulated surveys across groups; meetings were held with librarians and staff. There is a need to prioritize goals and to create a timeline. Trustees need to read and make suggestions. Ms. Buckley will draft a new mission statement.
- VI. Powder House: requires the CPA grant to be filed by October 30th. Susan Aprill presented a proposed site that will involve a tree hearing to remove a pair of trees. Ms. Buckley moved, and Ms. Fitzgerald seconded, to send a letter to all concerned parties that the powder house was a gift and is acceptable on those terms. The motion to send the letter passed with 5 ayes. A motion to accept the proposed relocation site with the condition of planting 3 new trees was passed, as moved by Mr. Clough, seconded by Ms. Fitzgerald.
- VII. Friends: postponed the book sale, due to bad weather, to October 10th. The Friends have drafted a petition affirming support for the library during the current budget cycle. The petition is to be presented to the Selectmen and the Finance Committee.
- VIII. Meeting room: no requests.
- IX. Courtyard: no news.
- X. Director's report: the automated door opener and the new phone system are almost ready for operation. There will be an anticipated 3% cut in the FY'11 budget. Ms. Stewart met with the chair of the Finance Committee. She will prepare a waiver application to avoid decertification by the MBLC. The library will be short about \$36,000 in funding and must demonstrate that cuts were proportionate with those of other town departments.

- a. Holiday hours: Nov. 25th close at 5:00, passed unanimously on a motion by Ms. Buckley, seconded by Ms. Fitzgerald. December 24th the library closes at 1:00. A motion to close the library December 26th, made by Mr. Clough, seconded by Ms. Buckley, was passed unanimously. A motion to close at 5:00 on December 31st, made by Ms. Buckley, seconded by Ms. Spence, passed unanimously. The library will be closed New Year's Day, and will open January 2d from 10 to 5:00.
- b. Dates: the MLTA/MFOL workshop will be held on November 14th.

- XI. Staff Reports: were received from the archivist, the reference librarian, and the children's librarian.
- XII. Bills were signed by trustees.
- XIII. Next meeting: November 2d. .
- XIV. The meeting closed upon a motion by Mr. Clough seconded by Ms. Spence at 9:05 p.m.