

Kingston Public Library
Board of Trustees
Meeting minutes for November 16th, 2009

On November 16th, 2009, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Brian McWilliams, chair, Val Spence, treasurer, Geralde 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 November 2^d meeting were unanimously passed upon a motion by Ms. Buckley, seconded by Ms. Spence.
- II. Budget FY '11
 - i. Trustees reviewed budget guidelines from the town administrator to ensure compliance in the proposed budget; the library director advised the board to prepare for further budget reductions. Ms. Stewart suggested that the MBLC will receive waiver requests from about 100 libraries.
 - ii. Fines and fees: the board voted unanimously to set printer defaults to black and white; change the print charge from \$.10 per page to \$.20 per page; notify the public of all changes to charges; and to raise the fee for color printing to \$.50 per page, immediately, if technically feasible; upon a motion by Ms. Buckley, seconded by Ms. Verkade.
 - iii. Meeting room fee: there is no charge for non-profit groups; commercial users are charged \$25 per use. Ms. Stewart will bring policy recommendations to the next meeting.
- III. The Foundation was incorporated today. It will soon receive a tax id. The director will consider a press release regarding the handing over of duties from the development committee to the foundation.
- IV. New business: Heritage Center: The town administrator is requiring a new RFP for the hiring of a new architect.
- V. The meeting closed upon a motion by Ms. Buckley, seconded by Ms. Fitzgerald at 8:35 p.m.