

**Kingston Public Library
Board of Trustees
Meeting minutes for February 4, 2008**

On February 4th, 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 and archivist Susan Aprill.

The meeting opened at 7:15 p.m.

1. Minutes of the January 7th meeting were approved upon a motion by Ms. Spence, seconded by Ms. Verkade.
2. Heritage Center: Ms. Aprill and Mr. Clough discussed their meeting with the Heritage Center Committee; Mr. Clough will become the library liaison to this committee for 2008.
3. Meeting room requests: none.
4. Courtyard design: no news.
5. User survey: the survey will be posted to the library website soon.
6. Annual appeal: we have received \$10,071 in direct donations, and \$750 in matching pledges; 225 households have made donations for a response rate of about 5%; a newsletter will go out this month as well as a mailing to businesses; people have responded to interior signs and an exterior sign is being prepared by Ms. Spence and Mr. McWilliams.
7. Director's 2007 performance evaluation: packets have been distributed to the trustees and the staff will receive the annual staff survey.
8. Director's report: Ms. Verkade and Mr. McWilliams need to pull papers for this Spring's election; Fin. Comm. will fund a small increase to help the library keep certification for FY'09; Capital Planning: Mr. McWilliams pointed to a need for funds for carpet, paint, and design development but suggested that there is not likely to be money available. Bridgewater certification: will be announced on Feb. 7th at which time a letter will be sent to the Bridgewater trustees regarding the termination of services by KPL; Randolph has corrected it's certification status problem. A motion was made to allow Randolph continued KPL services by Ms. Rossi, seconded by Ms. Fitzgerald, was passed unanimously. A motion to deny services to Bridgewater was made by Ms. Rossi, seconded by Ms. Fitzgerald, was passed unanimously.
9. Staff: the janitor is likely to leave.
10. Friends: no news.
11. SEMLS legislative breakfast is scheduled for February 29th.
12. Aquabrowser will be renamed "Navigator".
13. Payment of bills.
14. Other business: none.
15. Closed: 8:45 p.m. upon a motion by Mr. Clough, seconded by Ms. Spence.

SEC 03/03/08