

**Kingston Public Library  
Board of Trustees  
Meeting minutes for March 6, 2006**

On March 6, 2006, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Brian Williams, chairperson, Gayle Metcalf, Nancy Sapir, Valerie Spence, treasurer, Vanessa Verkade, and Spencer Clough, secretary.

Also present was the library director Sia Stewart. The meeting opened at 7:20 p.m.

- I. Minutes for December 5, 2005 and January 11, 2006, were approved on a motion by Ms. Spence, seconded by Ms. Verkade.
- II. Meeting rooms: there were no requests.
- III. Director's report: March 16<sup>th</sup> there will be a meeting by the Massachusetts Board of Library Commissioners to raise limits on state funding for library design fees. The director will draft a letter stating the library's interest in the issue. The State Ethics Commission will hold a seminar on conflict of interest laws on June 14<sup>th</sup> at 6:00 at the Town House. The Public Library Association will hold their convention in Boston on March 21 to 25; the director will attend a library building planning pre-program. The Massachusetts Library Association "Ways and Means Day" will be held at the State House on April 5. The SEMLS legislative breakfast will be held on March 31<sup>st</sup>. The annual town meeting is slated for April 1<sup>st</sup>. The director discussed a patron complaint about magazine covers. The chair and the director reported on their meeting with the Finance Committee regarding space and personnel; the committee recommended that they would look at the library for design development in another tow years. Staffing increases were voted down; though the budget includes extra money for materials. The highway department will undertake the sewer connection without charge. The overall budget is \$15,000 greater than was originally requested. The staff has discussed alternatives for distributing workload; the board suggested the need for stress training. The director reported on a meeting with the treasurer and the trust fund manager; the board voted to continue the financial strategy recommended in a letter from Mike McNamara, on a motion from Ms. Sapir, seconded by Ms. Verkade. The Chrissy Wilkerson Memorial Fund will provide \$8,000 for courtyard design. The director suggests holding onto another \$10,000 bequest until after the Town Meeting. Discussion was held on communications between the staff and the board members.
- IV. Payment of Bills.
- V. The director's performance evaluation was tabled until April 3<sup>rd</sup>.

The meeting closed on a motion by Ms. Sapir, seconded by Ms. Spence at 9:10.