

Kingston Public Library
Board of Trustees Meeting
March 7, 2011

On March 7th, 2011, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Brian McWilliams, chair; Val Spence, treasurer; Cynthia Fitzgerald; Vanessa Verkade; and Spencer Clough, secretary.

Also present was: Sia Stewart, library director.

Open: Mr. McWilliams opened the meeting at 7:25.

- I. Minutes for February 7th, 2011 were approved upon a motion by Ms. Spence, seconded by Ms. Verkade. This motion passed with 3 ayes and 1 abstention.
- II. KPL Foundation: Mr. Clough and Ms. Stewart reported on activities including: the current treasurer's balance, the annual solicitation letter, the spring concert with Livingston Taylor, website developments, grants and fund-raising software.
- III. Friends of the Library: Ms. Stewart described fund-raising activities for programs and museum passes, the Friends will drop the pass to the Gardner Museum this year; Ms. Stewart and Ms. Legg will approach the recreation department in regard to collaborative programming.
- IV. Heritage Center: Mr. McWilliams mentioned this group is seeking a project manager.
- V. Meeting room requests: none were reported.
- VI. FY' 12 Budget: Ms. Spence and Ms. Stewart met with the town finance committee; there will be no increase in funding this year.
- VII. Director's report:
 - A. there were no staff issues to be discussed, however, there is a need for \$5,000 for the staff budget
 - B. Budget request: Ms. Stewart requested \$8,000 from trust funds, \$5,000 for books and \$3,000 for staff salaries. This is available from the money market account and brings this year's request total to \$13,000. Requests could total \$20,000 this year. The financial advisor believes this a responsible figure for total withdrawals. A motion was made by Ms. Fitzgerald, seconded by Mr. Clough, to fulfill the request for \$8,000 from trust funds. This motion was passed upon a vote of 5 ayes.
 - C. Building: stones on the roof must be replaced; the back boiler needs to be replaced.
 - D. Library Legislative Day is March 28th at the State House.
 - E. Discussion was held on ebook marketing and public libraries.
 - F. Reports were received from the archivist, the reference librarian and the children's librarian.
- VIII. Payment of Bills: none.
- IX. Old business: delivery of the director's performance evaluation for 2010.
- X. New business: none.
- XI. Meeting close: The meeting ended upon a motion by Mr. Clough, seconded by Ms. Verkade, at 9:45 p.m.

SEC 05/01/2011