

Kingston Public Library
Board of Trustees
Meeting minutes for June 1st, 2009

On June 1st, 2009, a meeting was held of the Kingston Public Library Board of Trustees. Present were: Brian McWilliams, chair, Val Spence, treasurer, Cynthia Fitzgerald, Gerald Buckley, 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. Reorganization: Mr. Mc Williams was elected chair upon a motion by Ms. Spence, seconded by Ms. Buckley; Mr. Clough was elected secretary upon a motion by Ms. Verkade, seconded by Ms. Spence; Ms. Spence was elected treasurer upon a motion by Ms. Verkade, seconded by Ms. Spence.
- II. Minutes: of the April 6th meeting were passed upon a motion by Ms. Verkade, seconded by Ms. Spence.
- III. Eagle Scout project: Peter Burke proposed to improve the median along Green Street as his Eagle Scout project; his proposal to perform the work was accepted by the board upon a motion by Mr. Clough, seconded by Ms. Buckley; Mr. Burke will begin work after June 27th; he further requests the use of the parking lot on a Sunday, with prior notification, for the purposes of a fundraiser to cover costs for materials; this request was passed upon a motion by Ms. Buckley, seconded by Ms. Spence.
- IV. Fundraising: Mr. Clough reported on the activities of the development committee; their next meeting will be June 8th; the committee is holding a series of informational coffee sessions on June 18th, July 16th and August 20th to promote community support for the library; trustees are encouraged to attend these sessions; library patrons will speak about the impact of the library on their lives; the current appeal has received 219 gifts, totaling \$9,680; gifts for foundation filing fees must be designated as such; Ms. Spence has taken care of making the books with names of donors on the Donor Wall; the library needs to begin planning the celebration of the 15th year in the new building.
- V. Planning: there is a need for trustees to serve as survey administrators at town events; there will be a brainstorming session for planning on June 5th at 12:00 p.m., prior to the Friends' meeting; 12 people are confirmed to attend.
- VI. Heritage Center: Mr. Mc Williams reported on the activities of the Heritage Center Development Committee.
- VII. Friends of the Library: there is a good working group; they ran the book sale in May.
- VIII. Meeting room requests: none.
- IX. Courtyard and front gardens: Joyce Rossi is doing the front garden; mulch needs to be moved to the courtyard.

- X. Director's report: staff surveys were distributed; there is a deficit of \$8,825 in the current budget due to use of substitutes; the board approved that the director request a transfer from the town, upon a motion by Ms. Buckley, seconded by Ms. Spence; if the transfer is not approved by the town, the board requested that Ms. Stewart seek advice on covering the deficit from the library's financial advisor; Building issues included the receipt of a \$1,768 proposal for mold abatement and pending proposals for automating the front doors; FY 10 budget will likely be cut \$39,000 and is proportionate to other town departments; the library would probably qualify for a state certification waiver from MBLC; the new decertification policy language was distributed; Mr. McWilliams and Ms. Stewart met to consider the Powder House location; a proposed site would be near the handicapped parking sites.
- XI. Event dates: June 2d Town Meeting, June 5th Brain storming session; June 8th Development committee; June 18th Development committee coffee; June 27th Arts Festival.
- XII. Reports: were received from TAB, the archivist and the reference librarian.
- XIII. The meeting adjourned at 8:55 p.m. upon a motion by Ms. Buckley, seconded by Ms. Spence.

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