

**Goodwin Library Trustees  
Meeting Minutes  
May 5, 2014**

**Present:**

Claire Carlson  
Alison Donta-Venman  
Jo-Ann Konieczny, Vice-chair  
Noel Kurtz  
David Moskin  
Caryn Perley, Chair  
David Nixon, Town Administrator  
David Jenkins, Town Attorney

**Meeting called to order:** 7:06 PM

**Move to Executive Session for personnel discussion:**

- Time in: 7:40 PM

Voted to go into Executive Session passed 6-0:

Carlson— Yes  
Donta-Venman—Yes  
Konieczny—Yes  
Kurtz—Yes  
Moskin—Yes  
Perley—Yes

Discussion of personnel issue conducted during Executive Session. One item was moved and approved 6-0:

Carlson—Yes  
Donta-Venman—Yes  
Konieczny—Yes  
Kurtz—Yes  
Moskin—Yes  
Perley—Yes

- *Motion to reconvene to Open Meeting:*

Carlson—Yes  
Donta-Venman—Yes  
Konieczny—Yes  
Kurtz—Yes  
Moskin—Yes  
Perley—Yes

- Time reconvened to Open Meeting: 8:43 PM

**Review of Library Director:** Postponed until a future meeting.

**New Business:**

- **Renovation Subcommittee:** Caryn reported out on the successful Town Meeting votes and will call a meeting of the Renovation Subcommittee to discuss the timing of the projects approved at Town Meeting.
- **Email from Denise Devin:** Caryn received an email asking if her son, who is disabled, could come volunteer in the library beginning May 16<sup>th</sup>. Caryn will talk with the staff about this when meeting with them about library
- **Library Steps:** Noel has three estimates, one of whom has now taken another job. Kenny Masonry and Jason Galvin both have quotes very similar and could start on May 15<sup>th</sup>. After Noel has a better idea of the time frame, he suggests meeting again with the Friends/Debbie Windoloski regarding the garden project. Library does not have to close when steps are being repaired. Trustees authorized Noel to meet with Tim Neyhart and then decide which estimate to accept.
- **Circulation desk:** Noel presented the results of his conversations with staff and Beth Brown. They favored the “L-shaped” desk with the boxed-in pole off-set. The next step is for Chet to do all the drawings, put together the materials list, and the details which are to be decided at a later time.

**Action Plan:**

- Caryn will schedule a meeting of the Renovation Subcommittee
- Noel will meet with Tim Neyhart about the estimates from the two masons and then decide which estimate to accept.

**Next Meeting:** May 13<sup>th</sup> 7:00PM in the library.

**Meeting adjourned:** 9:06PM

Minutes respectfully submitted,  
Alison Donta-Venman  
Secretary of the Trustees

**Votes**

- *Motion to move to Executive Session passed 6-0.*
  - Carlson—Yes
  - Donta-Venman—Yes
  - Konieczny—Yes
  - Kurtz—Yes
  - Moskin—Yes
  - Perley—Yes
- *Motion to authorize Noel to decide which of the two mason estimates to accept once Noel has met with Tim Neyhart about the scope of work passed 6-0.*