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**Goodwin Library Trustees
Meeting Minutes
September 12, 2017**

Present:

Jo-Ann Konieczny
Alison Donta-Venman
Caryn Perley
Alan Weinberg
David Moskin
Maureen Devine
Patrick Borezo, Library Director

Meeting called to order: 7:00 pm.

Minutes: The minutes for the Trustee meeting of August 21, 2017 were approved unanimously.

Director's Report: The library had 1,886 patron visits and circulated 3,873 items in August. The library has expended \$28,753.36 through the first two months of FY18 according to the Town of Hadley expense control report.

Expenditure Reports: The FY17 final expenditure report and the initial FY18 report have been received from the Town Accountant. Budget lines have been recoded, which has resulted in confusion and lack of clarity as to what specific expenditures are included in some of the budget lines. For instance, it is not clear whether the "current month expended" for FY18 actually includes the months of July and August and it is not clear what the line for "other expenses" includes. Despite repeated attempts by the Director, it has been difficult to get clear and adequate response from the Town Accountant regarding the format and content of the library's expense reports. The trustees agreed that one more attempt should be made to get a meeting with the Accountant before taking more formal action in the form of a written complaint to the Town Administrator.

Expanded Hours: As of 9/11 the library will be open from 2pm to 7pm on Mondays which will better accommodate students after school. This will be done within the existing budget.

Petty Cash: The library will now have a \$250 petty cash account in accordance with changes in reimbursement procedures per Town Accountant.

MBLC Grant Review: A meeting is scheduled for 9/26 at the Granby Library with MBLC representatives to discuss next steps and feedback by grant reviewers. Phil O'Brien, Mark Sullivan, Patrick Borezo, Alison Donta-Venman are expected to attend.

Finance Committee/Budget: In response to recent Finance Committee discussions and proposals for possible town wide budget cuts in order to provide for additional Fire Department staff, Patrick drafted a letter to the Committee clarifying aspects of the library's budget process relative to the need for maintaining minimum levels of funding for eligibility for state aid and certification. The Select Board

will hold a public forum on 9/27 as part of on-going budget discussions leading up to the 10/5 Fall Town Meeting.

Town Meeting Review: The trustees were gratified for the overwhelming support for the new library proposal and for the many spontaneous expressions of the importance of the library as part of the community at the 8/29 Special Town Meeting.

GOTV: Going forward, planning for getting out the vote for the 11/14 ballot vote will include post card mailing, lawn signs, and other strategies outlined in the capital campaign task list of 9/11/17. Also there will be a Sam's Room event at the library on 10/7.

Friends Update: Book Sale at the library is being planned for 11/18. At the next Friends' meeting Maureen will request funding support for post cards/lawn signs.

Meeting adjourned: 8:44 pm.

Next Meeting: October 10 @ 7pm.

Respectfully submitted for approval,

Alan Weinberg
Secretary, Board of Trustees