

**WINTHROP PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES AGENDA  
Wednesday, October 11, 2007 6:30 P.M.**

**1. Bills to be signed**

**2. Call to order and acceptance of previous minutes**

**3. Old Business**

*Museum work is completed.*

*Christopher Reeve grievance/arbitration held Tuesday,  
September 18<sup>th</sup>. Decision not handed down.*

**4. New Business**

*Staffing Situation (Executive Session?)*

*New Billing Procedures*

**5. General Business**

*Purchase of 2008 calendars out of Hyde Funds (200 for  
\$290*

**6. Date of Next Meeting ?**

**7. Adjournment**

# **WINTHROP PUBLIC LIBRARY BOARD OF LIBRARY TRUSTEES MEETING**

## **Minutes**

Trustees Meeting, October 12, 2007, Edward A. Hazlett Meeting Room, Winthrop Public Library

Mr. Alexanian called the meeting to order at 6:37 P.M. The following named trustees were present: Alex Alexanian, Vice-Chairman, Betty Peabody, John Tranfaglia and Richard Tyrell. The library was represented by John Cronin, Director, Ann Gutting, Assistant Director and Janice Flaherty, Administrative Assistant.

## **Minutes**

Mr. Tranfaglia moved to accept the minutes of September 12, 2007. Mr. Tyrell seconded the motion which was then approved.

Mr. Tranfaglia move to accept the minutes of the Executive Session of September 12, 2007. Ms. Peabody seconded the motion which was approved.

## **Old Business**

- Museum work has been completed. Outlay from the Hyde Fund was \$14,000. Materials in the Museum are yet to be sorted, cleaned and labeled.
- Mr. Cronin predicted that the Museum Reading/Study Room will be opened by the end of the year. The Museum section will be opened only when full staffed by an archivist.
- Christopher Reeve grievance/arbitration, September 18, 2007. No conclusion has been reached. The arbitrator's decision may not be handed down for a month or two.

## **New Business**

- ❖ Staffing situation - held over to Executive Session.
- ❖ Preliminary discussion was held on honoring Mr. Ronald Bergman fir si contributions to the library. Action was postponed until the next

meeting of the trustees to give the Friends of the Library entry into the discussion.

- ❖ **New Billing Procedures.** Mr. Cronin and Ms. Flaherty outlined for the trustees the new billing procedures and distributed the memorandum on the MUNIS Project plan. The purchase orders are used mainly for supplies and equipment. There will no longer be a need for trustees to sign bills.

## **General Business**

- A few FY07 bills were not paid because they were submitted late. Eight vendors were involved and the total cost is \$1,720.36. Mr. Tranfaglia moved to take that sum of money from the State Aid account to pay these bills. Ms. Peabody seconded the motion which was quickly approved.
- Mr. Cronin announced the generous donation to the library of \$1,000 by Mr. Thomas O'Brien. The Friends of the Library generously gave \$3,500 for rugs for the Museum.
- Purchase of 2008 calendars (200 at \$290). Ms. Peabody move to add \$145 from State Aid to the prior allotment of \$145 to meet the added cost of the calendars. Mr. Tranfaglia seconded the motion which was approved unanimously.

## **Note**

Trustees and library personnel loudly applauded Mr. Alexanian for his contributions to the library as a trustee. He is stepping down and will clearly be missed. His wisdom, calm demeanor and his generous devotion of time and effort have all benefitted the library.

## **Next meeting**

The trustees will meet next on Wednesday, November 14, 2007, in the Hazlett Meeting Room.

## **Executive Session**

Mr. Tranfaglia made the motion at 7:29 that the trustees go into Executive Session to discuss the staffing situation. Ms. Peabody seconded the motion. Unanimous.