

**Winthrop Public Library  
Board of Library Trustees Meeting Agenda  
Wednesday, September 9, 2009 6:30 p.m.**

**1. Reading and acceptance of minutes from the previous (June 24, 2009) meeting.**

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**2. Old Business**

**\*\* *Fall/Winter/Spring Schedule & Staffing. (action)***

**\*\* *Update on woodwork restoration of the "Basch Room"- bookcases/countertop (action?)***

**\*\* *Update: Library Long Range/Strategic Plan.***

**\*\* *New PCs update***

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**3. New Business**

**\*\* *Evelyn Maurici Memorial Fund (\$700.00). (action)***

**\*\* *Purchase of two new printers, shredder (action)***

**\*\* *Wireless (WiFi) Status & Policy (action)***

**\*\* *Update on facilities: Trees, Boiler, Chimney, Downspouts, Windows, Carpet***

**\*\* *Update: Town Manager walk-through 9/2/09, meeting on 8/25 etc.***

**\*\* *State Aid/Certification FY 10 update***

**\*\* *Flu Pandemic Action Plan update***

**4. Date of Next Meeting**

**5. Motion to adjourn**

Board of Trustees  
Winthrop Public Library and Museum

Minutes

Trustees meeting, September 9, 2009, Edward A. Hazlett Meeting Room, Winthrop Public Library.

Mr. Matarazzo called the meeting to order at 6:39 P.M. The following named trustees were present: James Matarazzo, Chairman; Susan Brazil, Stephen Dalton, Betty Peabody, and Richard Tyrell. The library was represented by Alan Thibeault, Director; Ann Gutting, Assistant Director, and Janice Flaherty, Administrative Assistant.

Minutes

Mr. Dalton moved to accept the minutes of June 24, 2009, as presented. Ms. Brazil and Ms. Peabody seconded the motion which was then passed unanimously.

Old Business

1. Mr. Thibeault reported that work on the Basch Room would resume on Friday. \$800 to \$1200 will be needed for new bookcases to match the woodwork. The job is to be completed by late fall.

2. Fall/Winter schedule, Mr. Tyrell moved to accept the new schedule presented by Mr. Thibeault. Ms. Peabody seconded the motion

Mr. Dalton offered a motion to amend the schedule dates: to now read from September 21, 2009 to December 31, 2009. Ms. Brazil seconded the motion to amend which was then approved and was then followed by approval of the initial motion.

3. Library Long Range Plan. The committee membership will be completed by October.

4. New PCs update. Mr. Thibeault wowed the trustees with slides of the five new PCs funded by the Friends of the Library.

New Business

1. Evelyn Maurici Fund. Mr. Thibeault proposed that the \$700 in the fund be devoted to a memorial collection of gardening and agriculture books in Evelyn's name.

Mr. Dalton moved that the funds in the Evelyn Maurici Fund be used as described by the Director. Ms. Brazil seconded the motion which carried unanimously.

2. New printers/shredder. Mr. Dalton offered the motion to allocate money from State Aid, not to exceed \$700, to purchase these items. Ms. Peabody seconded the motion. Unanimous.

3. Wireless (WiFi) status and policy. Ms. Peabody moved to accept the new WiFi policy statement submitted by Mr. Thibeault, with an additional paragraph urging caution on usage. Ms. Brazil seconded the motion. Unanimous.

4. Update on facilities. Mr. Thibeault brought Trustees up to date on trees that have been shedding leaves on the library, the need to replace the boiler relief valve, the need to clean the chimney, the need to replace worn carpeting, and the reclamation of gutters and downspouts. Windows that were a problem in northeast storms have been repaired. The money for the windows was taken from Building Maintenance.

5. Town Manager. Mr. Thibeault reported that the new Town Manager spent about forty-five minutes in the library and met the staff.

6. State Aid/Certification. Work on this chore continues.

7. Flu Pandemic. An action plan is being drawn that will be added to the Disaster Plan already in effect.

#### Next Meeting

The trustees will meet next on Wednesday, October 7, 2009, at 6:30 P.M. in the Hazlett Meeting Room.

#### Adjournment

Ms. Peabody moved to adjourn this fact-filled meeting at 8:14 P.M. Ms. Brazil quickly seconded the motion which then passed without an objection.

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