



**Board of Trustees
Winthrop Public Library & Museum
2 Metcalf Square
Winthrop, Massachusetts 02152-3159**

MINUTES

Minutes

Mr. Tranfaglia moved to accept the minutes from February 17, 2011 as presented. Ms. Peabody seconded the motion which passed unanimously.

Director's Update

1. Library Financials. Mr. Thibeault submitted figures as of March 23, 2011, noting that the library is 75% through the fiscal year.

2. Town Hall. Mr. Thibeault briefed the Board on the FY 12 budget process, noting that the Town Manager and Finance Director are currently working on it. He also briefed the Board on the plans for the Lyceum (tentatively called the "Winthrop Cultural Center"), plans for consolidation of MIS, grounds and custodial functions between the Town and Schools, the Town Manager's wish to create an "auditor" position and the effect of the law cancelling Evacuation Day and Bunker Hill Day as Suffolk County holidays.

3. Building Maintenance. Mr. Thibeault announced that he plans to replace portions of the stockade fence around the air conditioning compressors on the Winthrop Street side of the library this spring/summer. He also discussed plans for work on the oil tank to help prevent future problems with the boiler and noted that the DPW has been informed of our intention to remove the chain link fence on the Winthrop Street side of the library.

4. Fire Emergency Policy. Noting that a fire alarm last month revealed deficiencies in staff response to emergencies, Mr. Thibeault presented a new policy letter which better spells out procedures and responsibilities. Members of the staff have been briefed and fire drills will be conducted.

5. Circulation Desk. Mr. Thibeault reports that Ron Bergman is about 85% finished with building the new desk. He also reported that the Friends have agreed to pay for any electrical work required at installation.

6. Upcoming Programs/Events: Mr. Thibeault presented a list of upcoming programs and events at the library through the end of 2011.

7. Miscellaneous: Mr. Thibeault plans to dedicate the Evelyn Maurici Collection in mid-to-late April. He continues work on alternatives to NOBLE membership and a corporate sponsorship initiative; both will be presented to the Board in May or June.

Old Business: NONE

New Business

1. Mr. Thibeault recommended the Board vote to set the maximum fine for lost museum passes at the item value. Mr. Dalton moved to accept the recommendation. Mr. Tranfaglia seconded the motion which passed unanimously.

2. Mr. Thibeault recommended the Board vote to provide priority of use of museum passes to Winthrop residents; residents of other communities can obtain unclaimed passes on the date of issue after the library opens for business provided they pick up the pass in person. Mr. Dalton moved to accept the recommendation. Ms. Peabody seconded the motion which passed unanimously.

3. Mr. Matarazzo, citing Mass. General Law, Chapter 38, Section 21a(1)3, recommended the Board go into executive session to discuss collective bargaining matters. Ms. Peabody moved to accept the recommendation. Mr. Tranfaglia seconded the motion which passed unanimously at 7:20 p.m. The board closed the executive session at 7:35 P.M. and returned to a public, open meeting.

Public Comment: NONE

Next Meeting

The Trustees will meet next on Wednesday, May 4, 2011, at 6:30 p.m. in the Hazlett Meeting Room.

Adjournment

Mr. Tranfaglia moved to adjourn this meeting at 7:40 P.M. Ms. Peabody seconded the motion which was immediately and unanimously approved.

Betty Peabody, Acting Secretary

**Board of Trustees
Winthrop Public Library & Museum
2 Metcalf Square**



Winthrop, Massachusetts 02152-3159

MINUTES – Executive Session: March 23, 2011

The Board of Trustees went into executive session at 7:20 P.M. pursuant to Mr. Matarazzo's recommendation and the unanimous vote of the members to discuss collective bargaining matters.

Mr. Thibeault briefed the board on the following:

1. He and the Town Manager negotiated a tentative agreement with the Winthrop Library Staff Association (WLSA) to extend the current collective bargaining agreement through June 30, 2011 with the following provisions:

a. There will be no pay increase for FY 09 and FY 10; members' pay will increase retroactively by 2% for FY 11. The Town will pay for the increase since the library's budget does not contain sufficient funds to do so.

b. The agreement incorporates layoff language negotiated last year and provides for floating holidays for those Monday holidays when we are closed between September and June each year. The agreement also provides floating holidays for members who work on Evacuation Day and Bunker Hill Day.

2. The WLSA has already voted to ratify the agreement which should be signed soon by both parties. The Town has also reached tentative agreement with the town's custodians who are represented by AFSCME. Pay increases should be the same as those negotiated with the WLSA. Members will vote to ratify on March 30, 2011.

4. Mr. Thibeault has asked the Town Manager if the negotiated pay increase will also be afforded to non-union library employees. He has not yet received an answer. Mr. Thibeault expects negotiations between the Town and the WLSA on a new contract to commence after July 1, 2011. He reports that he expects the WLSA will be looking for further pay increases, modifications to leave and vacation policies for part-time employees and changes to certain job titles/descriptions.

Mr. Thibeault's briefing completed, Mr. Tranfaglia moved to end the executive session. Ms. Peabody seconded the motion which passed unanimously at 7:35 P.M.

Betty Peabody, Acting Secretary

WINTHROP PUBLIC LIBRARY & MUSEUM FOUNDATION, INC.
2 METCALF SQUARE

WINTHROP, MA 02152

MINUTES

Board of Directors meeting March 23, 2011, Director's Office, Winthrop Public Library.

Mr. Matarazzo called the meeting to order at 6:25 P.M. The following named directors were present: James Matarazzo, President; John Tranfaglia; Betty Peabody, Acting Clerk; Ron Bergman and Peggy Hollenstein. Also present was library director Alan Thibeault.

New Business

Mr. Thibeault presented a Conflict of Interest policy for the Foundation to ensure any future activities by the Board or its members do not compromise its tax-exempt status. Mr. Bergman moved to accept the policy as submitted. Mr. Tranfaglia seconded the motion which passed unanimously.

Adjournment

Ms. Hollenstein moved to adjourn this meeting at 6:29 P.M. Mr. Tranfaglia seconded the motion which passed unanimously.

Betty Peabody, Acting Clerk