



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

**Meeting: Thursday, November 3, 2016
5:30 pm
Bergman Room**

Agenda

Call to order

Approval of Minutes from September 27, 2016 meeting

Unfinished Business

New Business

Exterior electrical work proposal

Annual Food for Fines

Holiday hours

Chairperson Report

Director's Report

Staff computers/printers

New staff

Veterans' materials in museum

Theft of DVDs

Public Comments

Adjournment

Next Meeting: Thursday, December 1, 2016

Minutes Nov. 3, 2016

Motion to begin meeting at 5:36

Motion to place a plaque to Library benefactor Thomas O'Brien, Motion accepted by trustees

New business: Report on the lighting situation for the back parking lot and walkway to library and children's room. Proposed that the Town pay for the lot lighting because the lot is used by Town Hall employees and patrons. Cost of light \$2,800.00 to install

Motion proposed and carried by the trustees.

Food for fines: Bring in food donations to waive fines

Thanks giving to New Years Day no fines if you donate non-perishable food item

Holiday hours: Closed Christmas Eve Day, and New Years Eve Day 12/31/16)

Evaluations for Diane Wallace to be filled out by Trustees.

Reports: Circulation reports distributed

Chairman Report"

Big increase in fine revenue from last year to Nov. 1, 2016

Staffing:

KATERINA DONOVAN LIBRARY ASSISTANT 15 hours per week.

Alyssa ~~Cruz~~ ^{Tve}: Library Assistant 15 hours per week.

Comment made that Everett pays ~~20.00~~ ^{\$27.00} per hour for a ~~27~~ ²⁷ hours Children's Librarian

Our World War 2 collection is growing rapidly from numerous sources. Primary contribution was from Bud Dacey recently deceased.

Stolen DVDS from Children's room. It was suggested that the alarm company be notified to install cameras and motion activated lighting to combat this problem.

Computer Problems: Update needed on most of the equipment
Printers need to be replaced. This will be done once the supply of toner is finished and we can purchase more up to date equipment

Adjourned at 6:22,
Next meeting Thur. Dec. 1, 2016 at 5:30

Thomas Connolly