

**BOARD OF TRUSTEES**  
**WINTHROP PUBLIC LIBRARY AND MUSEUM**  
**MEETING MINUTES: MAY 9, 2024**

**In Attendance:**

Trustees: Gillian Teixeira, Anne Ferreira, Alyson Dewar, Gary Skomro, Betty Peabody, Marie Matarazzo

Library Director; Greg McClay

Assistant Library Director: Mary Lou Osborne (via zoom)

**Absent:**

**Call to order:**

Meeting was called to order at 5:35pm

**Minutes:**

Minutes from March submitted for approval (with spelling error)

- Motion by Alyson Dewar
- Seconded by Gary Skomro (despite the spelling error)
- Alyson Dewar, Gillian Teixeira, Betty Peabody, Anne Ferreria, Gary Skomro in favor. Marie Matarazzo abstained
- Motion passed

**Director's Report:**

Kanopy subscription:

From Wikipedia: "Kanopy is an on-demand streaming video platform for public and academic libraries that offers films, TV shows, educational videos and documentaries.<sup>[1]</sup> The service is free for users, but content owners and content creators are paid on a pay-per-view model by the institution...On June 9, 2021, it was announced that OverDrive had reached a deal to acquire Kanopy. The acquisition was completed on July 15, 2021."

- The Plus Packs subscription is only \$2800 for the library for the year. That is unlimited streaming, for patrons, of Kanopy pack content and Kanopy Kids.
- It should be up and running in the next few weeks.
- There is also a version that has access to the entire Kanopy library where patrons are awarded a certain number of tickets each month to choose content. It works in a manner similar to how amusement parks used to work and carnivals still do. Each item has a specific ticket

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trade value. Newer items require more tickets than older items. The Winthrop Public Library is not currently subscribing to this model.

Media Installation:

- Including tech support in the television/media purchases increases the price by \$400 per unit.
- Gillian Teixeira made a motion to supplement the previous allocation of \$9,000.00 for the work by \$2,000.00 for a total of \$11,000.00.
  - Annie Ferreira seconded
- The tech support is good for a year and gives us unlimited service on each unit.
- Vote was taken by rollcall. All in favor; motion passed

Stephen Puleo:

MaryLou Osborne has booked the local author to discuss his new book, *The Great Abolitionist: A Biography of Charles Sumner*.

- The event is scheduled for November 13
- Cost to the library is between \$700 and \$900 and will be paid through the general budget, Trustees do not need to vote.
- He also wrote the book, *Dark Tide* about the molasses flood.
- The library has hosted him in the past and he is an informative and engaging speaker.

Vacation:

The library has and will continue to be short-staffed as the end of the year approaches and employees have to use or lose their vacation time (one week can be carried over). There may be one or two days where the building will close early.

Volunteers:

- Heather Martin has been assigned to the library from the Property Tax Work Program. She will start on Monday and will be with us for a few hours each week doing dusting and shelf straightening.
- The Rec Department is gearing up their student work program and we will have help from those students through the summer.
- The library paperwork has been updated with Operation ABLE but we haven't had any candidates. (Operation ABLE works with disabled and older adults who have had trouble finding a job)
  - The previous candidate was with us for over a year and helped with general custodial jobs as well as light handyman work.

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- o If you know of anyone looking for this type of work who is over 55, encourage them to apply. We are looking for basic custodial and handyperson skills.
- o Work is a 1 year contract for about 20/25 hours per week.

Ramp Update:

The Director spoke with Rick Cifuni. He will reach out to Correal Construction for an estimate. If it comes in under \$10,000 we can proceed with the work. If it is more than \$10,000 it will have to go out to bid.

Agenda Items:

- Hazlett Room Update
  - o Work will begin soon and will take place during the week, after school hours. The room will be closed to the public during the work.
  - o We have ordered new lightweight tables for the room.
- 125<sup>th</sup> Anniversary
  - o Anne Ferreira again attended the meeting representing the Trustees
  - o Minutes of that meeting were distributed to the Trustees
  - o It is getting close, the final meeting will be on 6/25 ahead of the 6/27 event.
  - o T-shirts have arrived. There are about 12 extra shirts. FOTL (Friends Of The Library), Staff, and Trustees will be asked to arrive early to the event for photos in their shirts.
  - o Donations:
    - Donations have been received or promised from Joe Aiello and the Eruzione Foundation.
    - More money is available from the Trustees, but it cannot be used for food.
  - o Police Detail: Chief Goodwin has been approached and says he will provide someone for the event. He needs reminding three to four days out.
  - o Invitations
    - Save the Dates have been sent to the dignitaries
    - Invitations will be sent. The RSVP date is 6/20/24
  - o Maddy Carroll, rockstar volunteer
    - Work in the Hazlett room will be complete for the event
    - Staff/Trustee pictures with books will be posted. The Town Council has also been asked to participate and Maddy will attend a meeting to take pictures.
  - o Cake: Market Basket quoted \$63 for a full sheet cake. It will be decorated with a photo of the library and "Celebrating 125 Years"
  - o Desserts: Mikayla Dalton has volunteered to make desserts from different decades for the celebration. Ideas include: Angel Food Cake, Depression (wacky) cake, bundt cake, etc.
  - o Decoration

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- Balloons will decorate the windows and there will be a curved strand of balloons over the front door.
- Flowers will be ordered from Christopher's for the mantle behind the podium and at the front. Any flowers received for the day will be displayed. Marie Matarazzo has volunteered to fill the outdoor planters.
- Press:
  - Maryann Salza from the Transcript will provide day of coverage.
  - The Transcript has asked for a story to run in the beginning of June. Mary Lou and Annie will work on that and a letter to the editor for a middle of the month reminder.
- History Display
  - Mary Lou Osborne and Roger Plant continue to find more and more items to display in the library collection.
- Budget:
  - \$3200 budgeted from Trustees, Winthrop Foundation grant and Robert DeLeo. (Additional donations are expected)
  - \$2120 has been spent to date (items include: magnets, music, plaque, shirts, tables)
  - \$1080 remaining
  - Remaining purchases include: beverages (ask Winthrop Market); pizza (will solicit donations from local restaurants); paper goods (plates, napkins, utensils); flowers.
- Next meeting is May 18, 10:30am
- Final meeting: June 25, time TBD
- Event: June 27, 2024
- Circulation by the numbers
  - Physical books, including checkouts, renewals and web renewals
    - May-to-date); 1,301 titles
    - Year-to-Date: 57,983 (2023: 68,169 we should hit those numbers with a month and a half remaining in the fiscal year.)
  - Overdrive (eBooks and audio):
    - April: 1,476
    - Year-to-date: 12,313 (2023: 10,747)
    - eBooks are expensive and are licensed by the library for a certain amount of time (a month/a year/number of checkouts)
    - Audiobooks are usually purchased forever.
  - Statistics were given for circulation by population (children, adult, young adult - in that order) and the number of books in the collection (adult, children, young adult).
  - Top Ten circulated titles in books (#1 *The Pigeon Wants a Puppy*) and videos (#1 *The Whale*) were given.

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- Other Items
  - Gillian Teixeira raised the idea of a “Library of Things” or a “Makerspace”
    - Libraries across the state and country house such collections
    - They include everything from lawn signs for celebrations (Happy Birthday! Happy Anniversary! Congratulations!) to power tools to crafting supplies to 3D printers to musical instruments. There is a lot of room for possibility.
    - Greg McClay would like to renovate the processing room and turn it into a craft space.
    - There are considerations regarding: what to get; where to store it; how to store it; how to structure the loan process.
    - It is doable.
    - The Director needs to submit a five-year plan for the library and this will be included.
  - Alyson Dewar inquired about what was being done for Pride Month
    - Greg will check with the Children’s and Teen departments as well as CASA to see what they have planned.

Public Comment:

- No public comment

Adjournment:

- Motion to adjourn by Anne Ferreira
- Seconded by Betty Peabody
- All voted in favor
- Meeting adjourned at 6:25pm