

**BOARD OF TRUSTEES
WINTHROP PUBLIC LIBRARY AND MUSEUM**

MINUTES OF BOARD OF TRUSTEES MEETING

Date of Meeting: Thursday, August 23, 2001

Place: Hyde Meeting Room, Winthrop Public Library

Present: Stephen Dalton, Chairman; David Redgrave, Vice Chairman, John Meehan, Secretary; Donald Ford, Trustee; Richard Tyrell, Trustee.

Staff Present: Marjorie Hill-Devine, Director; Ann Gutting, Asst. Director/Reference Librarian

Call To Order: 6:50 p.m.

Date of future meeting: October 11, 2001, at 7:00 p.m., Hyde Room

Director's Report: None

OLD BUSINESS:

Internet Library Grant -

Assistant Director/Reference Librarian Gutting presented an in-depth, basic description of the Library Service and Technology Act (LSTA) grant to the Library, explaining the Federally-funded \$18,000 grant is aimed at educating patrons in navigating through the wide variety of information on the internet as well as learning communications protocol and techniques. She said the program will consist of didactic sessions, classes, hands-on workshops, etc.

Letter From Union -

Chairman Dalton read letter to the Chair from Mary Ann Blair, union president, accepting satisfactory lab test report on possible mold in Library. Union president indicates staff is concerned about resuming work in tech services room from which asbestos tiles were removed without proper precautions and staff requests they be allowed to work somewhere else in the building until tests indicate the tech services room is safe.

Trustee Self Evaluation -

Board members conducted a Trustee self-evaluation exercise as recommended by the MBLC in which each trustee answered a 15- item questionnaire and Report Card designed to show how well each individual trustee performs his responsibilities.

Library Board of Trustees By-laws -

Discussion held and project is ongoing.

NEW BUSINESS:

Speaker scheduled

Asst Dir. Gutting announced that Attorney Frederick Golder, an author and specialist in Employment and Labor Law will speak in the Hyde Room on Nov. 7, 2001 at 7 p.m. He will be presented by the library as a public service.

Authors' Night

Trustee Ford reported he is a member of the Town's 150th Anniversary committee and proposed an authors night be held in conjunction with the Library and his committee. He will obtain further details and the event will be organized.

PR Committee

Discussion held on the formation of a Public Relations committee of the Board. Trustee Meehan will send recommendation report to Chairman Dalton.

ADJOURN

Meeting adjourned at 8:53 p.m.

SIGNED:

John J. Meehan
Board Secretary

10/15/01