

WINTHROP PUBLIC LIBRARY & MUSEUM
MINUTES FOR MEETING OF BOARD OF LIBRARY TRUSTEES

DATE: December 3, 1997
TIME : 8:00 PM
LOCATION: HYDE ROOM, WINTHROP PUBLIC LIBRARY & MUSEUM

PRESENT: DAVID A. REDGRAVE, TRUSTEE CHAIR
MRS. PHYLLIS GREENE, TRUSTEE
MR. PHILIP HALLORAN, TRUSTEE
MR. EDWARD HAZLETT, TRUSTEE
MS. MARY ANN ULRICH, TRUSTEE
MR. STEVE DALTON, TRUSTEE
MARJORIE HILL-DEVINE, DIRECTOR
BEN REYNDERS, ASST. DIRECTOR

PAMELA M. CORRADO, LIBRARY SECRETARY

*Meeting called to order at 8:00 PM by Chair, Mr. Redgrave.
Bill signing followed.*

The minutes for four previous meetings (1/14/97, 5/8/97, 6/5/97, 10/22/97) were brought in by Mary Ann Ulrich and each member took time to go over them.

Motion by Mary Ann Ulrich to amend minutes of 10/22/97 regarding the Library holiday schedule. Should have read, "to set hours on the day before Thanksgiving , 10am-3pm, and to close the library on Dec. 26, 1997 and Dec. 27, 1997 pending union approval.
Motion seconded by Steve Dalton, all unanimous.

Motion by Mary Ann Ulrich to amend minutes of 1/14/97 regarding the spending of state aid . Under B. Current Budget, first sentence, "to transfer \$3300. to the Administrative and Conference line items."
Motion seconded by Mr. Redgrave, all unanimous.

A discussion ensued by Mr. Hazlett and Ms. Ulrich on the legal process of recording executive sessions. Ms Ulrich did research on the subject and reported that if executive minutes are recorded then they become public record. An alternative course of action would be to hold all executive session minutes for a year until they aren't important. Mr. Redgrave felt that the executive session minutes of 5/8/97 did not seem important.

Mr. Hazlet stated that the board should come up with a plan of action by next week concerning the Director's salary issues. He thought a plan should be discussed before Town Meeting.

Motion by Mr. Redgrave that all previous minutes except 11/6/97 be accepted given corrections and typos. Unanimous acceptance.

Motion by Mary Ann Ulrich to accept minutes of last meeting, 11/6/97.
Unanimous acceptance.

Mr. Redgrave went on to old business, **Museum Support**.

Ms. Hill-Devine reported that museum support seems to have evaporated. Dave Hubbard refused to sign the warrant article for a museum conservationist. He said that he needs to be impartial at Town Meeting and he can't have his name on anything. He suggested that she ask Richard Ferrino to sign the document. She had already asked him and he also said no. He did say that he may have convinced Selectman, Joe Ferrino to pay for 1/2 of the salary if the library could come up with the rest. She informed him that it was illegal to use fundraising money for salaries. She also reported that George DeSaulniers suggested that Marie Turner may be able to convince the MWRA to fund the project as part of a permanent Deer Island exhibit. Director responded that she had seen Marie Turner and she read a letter of 11/21/97 that she mailed to Ms. Turner describing Mr. DeSaulnier's idea. (enclosed) **DISCUSSION ENSUED.**

Ms. Ulrich suggests that the position of Museum Conservationist be put in the budget anyway to see what happens. Ms. Hill-Devine reports that she did that already.

There was a brief discussion on the article process. It was the consensus that it is basically at the discretion of the selectmen. Mr. Redgrave reported that if 10 people sign an article then it will definitely be put to Town Meeting.

Noble Business.

Ms. Hill-Devine reported that Noble changed the upgrade date and parameters to Dec. 1998. Noble will skip the intermediary move with GEAC(2.5-5. upgrade costing \$70,000.) and get rid of them. They will go to a new system with a new vendor who is not known at this time. This is a big project. It will be a web-based PC system and will require staff retraining. We will be able to perform some operation of the new system on our old terminals. Some candidates for new vendors are: DRA, Silver, and Data Research Assoc. which the BPL. is currently using. This upgrade will merge the college and public library systems. We will not have to change everything at once. It can be done over two budget periods. There was a review of new spec's from Noble and a Q&A about the new system requirements.

New Business: Universal Service/ 1996 Federal Communications Act.

Ms Hill-Devine reported that this referred to discounts for data connection lines, POTS (plain old telephone service) and Internet connection lines to public schools and libraries. The discounts range from 20%-80%, and are based on the number of eligible free school lunches. We would likely receive a 40% discount.

Motion to set time for next month's meeting before Steve Dalton leaves at 9:00 PM. Unanimous decision to hold the meeting on Jan. 7, 1998 at 7:30 PM.

New Business: Budget for FY1999.

Ms Hill-Devine passes out budget packets and discussion ensued.

Motion by Mr. Hazlett to eliminate the "extra labor" category and to put the \$650.00 into line item #7 (Building Maintenance.) Unanimous.

Motion by Mr. Hazlett to leave the Conference amount at \$200.00 so that Noble Technical Training. could be funded. It was decided to request \$950.00 for this line item. Unanimous.

Motion by Mr. Hazlett to amend the budget as amended.
Second motion by Mr. Halloran . Unanimous.

Warrant- Noble Update- Capital Expense for Purchase of Public Service Workstations.
Discussion ensued on hardware profiles and the costs. The total cost of the equipment is being spread out over two budget years.

Motion by Mr. Redgrave to amend the request and ask for 3 replacement light pens of excellent quality instead of two, at a cost of \$1275.00, and to seek extended warranties with loaner provisions. Total cost of Warrant Article is \$28,975.00 to be divided into two years.
Mary Ann Ulrich seconds the motion with a stipulation that we specify that it is a two-year plan.
Unanimous.

There was a discussion regarding the Museum Conservation Article. Mr. Hazlett wanted to clarify that it was the opinion of the board that if staffing is not funded , the museum will be permanently closed. He suggested that we ask Town Council for procedure in presenting an article. If 10 citizens sign the article and the board presents its own article, what will guarantee that this article gets on the table for discussion and in the record?
Mary Ann Ulrich stated that the board should emphasize that a museum conservationist could bring in more grant \$ than his/her salary requirements.

Motion by Mr. Hazlett to close
Second of motion by Mary Ann Ulrich
Unanimous. **Meeting adjourned at 9:50PM**