

Board of Trustees
Winthrop Public Library and Museum

Minutes

Trustees Meeting, Edward A. Hazlett Meeting Room, Winthrop Public Library, December 12, 2002.

Mr. Redgrave called the meeting to order at 7:06 P.M., noting that Mr. Dalton would be late. The following trustees were present: David Redgrave, Vice Chairman; James Matarazzo, Betty Peabody, and Richard Tyrell. Marjorie Hill-Devine, Library Director, was also present. Henry Dane and Janet Gelles represented the Friends of the Library.

Minutes

Mr. Matarazzo made the motion to accept the minutes of November 14, 2002. Ms. Peabody seconded the motion. Unanimous.

Old Business

A. Expanded Action Plans. The trustees responded favorably to the Expanded Action Plans.

Stephen Dalton arrived at the meeting at 7:17 P.M. and Mr. Redgrave relinquished the chair. As his first order of business, Mr. Dalton asked that the minutes of November 14, 2002, be amended to show that it was not Ms. Lois Sullivan who took part in the report on the Library Book-sale it was instead Ms. Katherine Morgan. Mr. Tyrell promised to make the notation.

Unscheduled Business

The trustees, the Director, and the two Friends of the Library engaged in spirited and creative brain-storming about public relations, the direction that the Library should take, the financial hazards that it faces, and the means to face these challenges.

Mr. Dalton then asked for the formation of a Public Relations Subcommittee. Mr. Redgrave volunteered, and Mr. Dalton agreed to serve on an interim basis. The committee will seek input from the Friends and the community, and it will make a report at the next meeting of the trustees.

Old Business

B. Proposed Classification System. Mr. Matarazzo made the motion to accept in principle the draft of the Classification System. Mr. Redgrave seconded the motion which was then approved unanimously.

C. Change PC Policy? The Director proposed that item one under "Please be aware of the following," in the booklet Computer Use Policies be revised to include the following "A session is construed to be one hour long and patrons may use the P.C. for a maximum of two one-hour sessions per day." Mr. Matarazzo moved to accept the Director's revision. Mr. Redgrave seconded the motion. Unanimous.

D. Open House recap. Mr. Matarazzo made the motion to congratulate Ms. Hill-Devine and the staff on a successful Open House. Mr. Redgrave seconded the motion. Unanimous.

New Business

A. Ron Wayland - WCAT. Mr. Wayland could not meet with the trustees on this evening.

B. Board involvement in Director's review. Mr. Matarazzo made the motion to establish a sub-committee to evaluate the Director, consisting of the Chair and two members of the Board to report their findings to the entire Board. Mr. Tyrell seconded the motion. Unanimous.

C. LSTA Children's grant. Betty Peabody agreed to assist Ellen Nickerson in pursuing this grant

General Business

Richard Allen, Technical Services Librarian, indicated the need for two laser scanners (bar code scanners) at a cost of \$300 each.

Mr. Redgrave made the motion that the Library purchase these scanners, by encumbering \$600 from State aid. Mr. Matarazzo seconded the motion. Unanimous.

The next meeting of the trustees will be held in the Edward A. Hazlett Meeting Room at 7:00 P.M. on Thursday, January 9, 2003.

Mr. Matarazzo made the motion to adjourn at 9:02 P.M. Mr. Redgrave seconded the motion. There was no dissent.

RST
RST