

Board of Trustees
Winthrop Public Library and Museum

Minutes

Trustees meeting, Edward A. Hazlett Meeting Room, Winthrop Public Library, July 24, 2003.

Mr. Dalton called the meeting to order at 6:38 P.M. The following trustees were present: Stephen Dalton, Chairman; William Dacey, John Tranfaglia, and Richard Tyrell. The library was represented by Marjorie Hill-Devine, Director, and Ann Gutting, Asst. Director. Henry Dane, Friends of the Library, also attended the meeting.

Minutes

Two corrections were made in the minutes of June 18, 2003: 1.) Under Member Resignation, Mr. Dalton pointed out that the Library Board and the Selectmen jointly selected the new trustee, Mr. William Dacey, on June 30, 2003. (The vote was unanimous.) 2.) Under New Business, Ms. Hill-Devine pointed out that it was Mr. Matarazzo who submitted a copy of the library contract agreement, and not she.

Mr. Tranfaglia then moved to accept the minutes of June 18, 2003, as amended. Mr. Dacey seconded the motion. Unanimous.

Mr. Dacey moved to accept the minutes of the extraordinary meeting of July 13, 2003. Mr. Tranfaglia seconded the motion. Unanimous.

Welcome

Mr. Dalton formally welcomed Mr. William Dacey to the Library Board of Trustees. Mr. Dacey graciously thanked the members for their support.

Director's Report

Ms. Hill-Devine presented the Director's Report for July, 2003, and while commenting on staffing indicated that Ms. Janice Flaherty has joined the library staff as an Administrative Assistant.

Old Business

B. Early retirement. Two members of the staff have indicated that they will take early retirement in January, 2004, if it is offered. One member is still undecided. The early retirement option now appears to be a certainty. In that light, Mr. Dalton urged that the ad hoc sub-committee of Mr. Matarazzo and Mr. Tranfaglia meet to plan strategy.

A. Personnel. As noted earlier, Ms. Janice Flaherty has been named Administrative Assistant.

Mr. Brandon Roke has taken the position of Page for six weeks, @ 15 hours per week, under the auspices of the Massachusetts Port Authority.

C. Baker & Taylor error. Ms. Hill-Devine explained to the trustees the way that the error had occurred in this account.

New Business

A. Redgrave commendation. The Selectmen are preparing a citation to commend Mr. David Redgrave for his years of service to the library.

The trustees discussed ways in which they might recognize Mr. Redgrave's contribution. Ms. Hill-Devine and Mr. Tranfaglia are researching some possibilities.

B. Long Range plan. Ms. Hill-Devine, in recalling the long range plan of 1995-98, suggested that the committee be limited to about six members. She also spoke of deadlines, the mission statement, and the State Guide Book.

General Business

The trustees signed the new NOBLE contract. Ms. Hill-Devine spoke of the repairs needed on the Atlas alarm and the necessity of a new inspection of the elevator.

Date of Next Meeting

The trustees will meet next on August 28, 2003, at 6:30 P.M. in the Hazlett Meeting Room.

Mr. Tranfaglia made the motion to adjourn at precisely 7:59 P.M. Mr. Dacey alertly seconded the motion. Unanimous.

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