

Board of Trustees
Winthrop Public Library and Museum

Minutes

Trustees meeting, Edward A. Hazlett Meeting Room, Winthrop Public Library, November 13, 2003.

Mr. Dalton called the meeting to order at 6:46 P.M. The following trustees were present: Stephen Dalton, Chairman; James Matarazzo, Vice-Chairman; William Dacey, Betty Peabody, John Tranfaglia, and Richard Tyrell. The library was represented by Marjorie Hill-Devine, Director, and by Ann Gutting, Asst. Director. Henry Dane, Friends of the Library, also attended the meeting.

Minutes

Mr. Matarazzo made the motion to accept the minutes of October 23, 2003, as written. Mr. Tranfaglia seconded the motion. Discussion revealed, however, that three corrections were necessary. Mr. Matarazzo then amended his motion to accept the minutes with the changes. Mr. Tranfaglia seconded the motion. Unanimous.

The minutes, as amended, should now read as follows:
Under Old Business. B. The circulation librarian will retire on December 31, 2003, and not at "the end of January."

On page 2, under New Business. A. Should read: Municipal Appropriation Requirement, and not "Massachusetts Appropriation Requirement."

Paragraph 2, of the same section, should show that Ms. Hill-Devine also wrote a letter in support of the waiver (as did Mr. Vecchia and Mr. Dalton).

Ms. Peabody made the motion to accept the minutes of the Executive Session, October 23, 2003. Mr. Matarazzo seconded the motion. Unanimous.

Ms. Gutting generously supplied detailed information on holidays that was lacking to the trustees when they were in Executive Session on October 23, 2003.

Old Business

A. Eye on Winthrop response. Mr. Dalton read his draft letter clarifying the need for Monday closings. Revisions were suggested, and Mr. Dalton promised to e-mail and fax his edited copy to the trustees.

B. State of State Aid. Ms. Hill-Devine shared a letter from Ms. Dianne Carty, Head of State Aid & Data Coordination, MBLC, containing the following information: "Commissioners will review all waiver petitions at their January 2004 Board meeting and vote to approve or deny at their February Board meeting."

C. MAB retirement. Plans to honor Ms. Mary Ann Blair and Mr. David Redgrave were discussed. The trustees will meet at 6:00 P.M. on Thursday, December 11, 2003, and a party will follow at 7:00 P.M.

Mr. Matarazzo moved to appropriate \$500 from the Hyde Fund for refreshments. Ms. Peabody seconded the motion. Unanimous.

Mr. Dalton made the motion to increase the amount to \$750 in the event that the Director should also retire. Ms. Peabody seconded the motion. Unanimous.

D. Suggested donation policy. Mr. Matarazzo made the motion to accept the policy statement with the recommended changes. Mr. Dacey seconded the motion. Unanimous.

New Business

A. Action Plans--Revised FY 2004 & Preliminary FY 2005. Mr. Matarazzo moved to accept Revised FY 2004 with the amended p. 2. Mr. Dacey seconded the motion. Unanimous.

At this point Mr. Dane suggested making field trips to the library available to Winthrop students.

Following the discussion of field trips, Mr. Matarazzo made the motion to support the FY 2005 Plan in principle. Mr. Tranfaglia seconded the motion which was then unanimously approved.

B. Town financial picture--override? The trustees are seriously concerned about the future viability of the library. What might happen? What might the trustees do? Several suggestions were made to meet the problems of the worst case scenario. Trustees were asked to submit, at the next meeting, the names of prominent Winthropites who might be willing to meet to assist in solving the problems that face the library.

General Business

Ms. Hill-Devine and Ms. Gutting went on record as believing that "the decision to pay comp. time money is unwise and will not hold up to legal scrutiny."

Date of Next Meeting

The trustees will meet next on December 11, 2003, at 6:00 P.M. in the Edward A. Hazlett Meeting Room.

Adjournment

Mr. Matarazzo made the motion to adjourn at 8:59 P.M. Ms. Peabody seconded the motion. Unanimous.

RST

RST

Circulation Totals -- November 2003

	Stat Group	Web Renewal	CHKOUTS	LIBRARY TOTAL	PERCENT
Beverly	1	722	18297		
Beverly Bookmobile	37	14	3796		
Beverly Farms	36	0	0	22829	8.06%
Board of Lib. Comm.	3	2	17	19	0.01%
Bunker Hill	2	42	1819	1861	0.66%
Danvers	5	664	15475	16139	5.70%
Endicott	6	163	2866	3029	1.07%
Everett	7	88	8259		
Everett Shute	39	22	1368	9737	3.44%
Gloucester	8	178	13805		
Gloucester Bookmobile	38	22	1512	15517	5.48%
Gordon	9	125	7517	7642	2.70%
Lynn	11	62	5025	5087	1.80%
Lynnfield	10	305	8538	8843	3.12%
Marblehead	12	616	10413		
Marblehead Childrens	42	259	5280	16568	5.85%
Melrose	13	701	18437	19138	6.76%
Merrimack	14	34	1806	1840	0.65%
Middlesex Bedford	15	79	1084		
Middlesex Lowell	16	26	654	1843	0.65%
Montserrat	18	16	1162	1178	0.42%
NECC Haverhill	19	74	1163		
NECC Lawrence	20	10	246	1493	0.53%
NSCC Danvers	21	24	938		
NSCC Lynn	22	24	1070		
NSCC Media	41	0	79	2135	0.75%
Peabody	23	360	9595		
Peabody South	24	63	3603		
Peabody West	25	196	5668	19485	6.88%
Reading	26	925	26228	27153	9.59%
Revere	27	27	1949	1976	0.70%
Salem	28	1230	35637	36867	13.02%
Salem State	30	150	4207	4357	1.54%
Saugus	29	622	10391	11013	3.89%
Stoneham	31	290	8001	8291	2.93%
Swampscott	32	627	10627	11254	3.97%
Wakefield	33	813	20594	21407	7.56%
Winthrop	34	188	4162		
Winthrop Childrens	43	101	2098	6549	2.31%
Total		9864	273386	283250	100.00%