



**Board of Trustees
Winthrop Public Library & Museum
2 Metcalf Square
Winthrop, Massachusetts 02152-3159**

James M. Matarazzo
Chairman

John Tranfaglia
Vice Chairman

Betty Peabody
Treasurer

Richard Tyrell
Secretary

Stephen Dalton

Virginia Wallace

NOTICE: BOARD OF TRUSTEES MEETING

The Winthrop Public Library & Museum Board of Trustees will meet on **Thursday, November 23rd, 2010**. Meeting will commence at **6:45 p.m.** in the Hazlett Meeting Room, Winthrop Public Library & Museum, Two Metcalf Square, Winthrop, MA 02152-3159.

Agenda

1. Reading and acceptance of minutes from the previous (October 21, 2010) meeting [**see Supporting Document 1**]
2. Director's update
3. Old Business
 - *Florence & Bernie Basch Room dedication plans*
4. New Business
5. Date of Next Meeting:
6. Motion to adjourn

Board of Trustees
Winthrop Public Library and Museum

Minutes

Trustees meeting, November 23, 2010, Edward A. Hazlett Meeting Room, Winthrop Public Library.

Mr. Matarazzo called the meeting to order at 6:41 P.M. The following named trustees were present: James Matarazzo, Chairman; John Tranfaglia, Vice-Chairman; Stephen Dalton, Betty Peabody, Richard Tyrell, and Virginia Wallace. The library was represented by Alan Thibeault, Director; Ann Gutting, Assistant Director, and Janice Flaherty, Administrative Assistant.

Minutes

Ms. Peabody moved to accept the minutes of October 21, 2010, as presented. Mr. Tranfaglia seconded the motion which passed unanimously.

Director's Update

1. Library Financial. Mr. Thibeault presented a paper showing library financials as of 23 November 2010.

2. ~~TownHall~~. There is little to report as there have not been any recent department head meetings.

3. Circulation Desk. Ron Bergman has volunteered to build a new circulation desk which will be much like the one being retired, but the Director reported that much is still in the discussion stage. A drawing of the main floor gave trustees a view of that being proposed for late spring or early summer

Cheryl Bryan, MLS, will offer a space planning consult on December 1, 2010.

4. Carpeting. The Director announced the figures for the completed carpeting: \$20,000, with \$4,300 coming from Building Maintenance, and the remainder, \$15,700, to be paid by the Town

5. State aid. The Director noted that all the paperwork for State aid has been completed within the deadline. The Director is sanguine that his petition will be honored.

6. Donations. The following contributions to the Hyde Fund were made in memory of Roberta Halloran: Carol and Kakala Folau, \$150.00, Mally's Hair Expressions, \$40.00, Mary and Paul Ciampa. \$250.00, Maurice and Lourdes Peri Samuels, \$1,000, Martin and Mary Levine, \$25.00, Cheryl Mariolis, \$100.00 and Michelle and David Mittelman, \$1000.00.

7. Long Range Plan. The third draft of the Long Range Plan is expected in December and will be presented to the trustees for Board review.

8. NOBLE. NOBLE will change staff P.C. Internet Connection to Comcast Business Class in July, 2011. Early returns, the Director notes, are favorable with the new system, Evergreen, also being a cost saver.

Next Meeting.

The trustees will meet next on Tuesday, December 14, 2010, at 6:30 P.M. in the Hazlett Meeting Room.

Adjournment

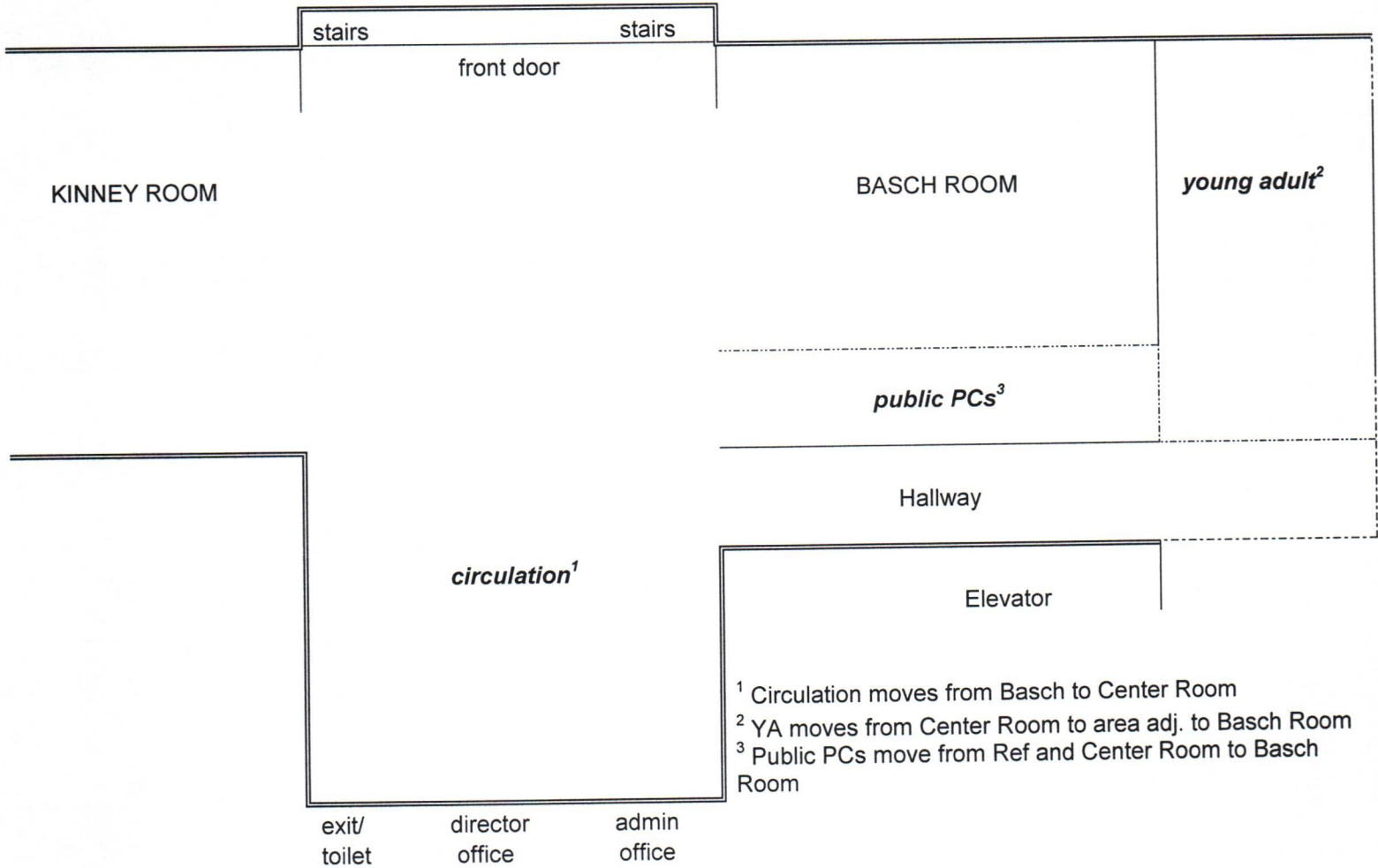
Ms. Wallace moved to adjourn the meeting at 7:22 P.M. Ms. Peabody seconded the motion which was accepted by all the trustees.

RST

RST

FY11 23 NOVEMBER 2010				
LINE ITEMS	1 JULY 10	\$\$ Left	\$\$ Spent	% Spent
Payroll	313,261.71	182,732.69	130,529.02	41.67%
S&E	81,050.00	47,954.25	33,095.75	40.83%
NOBLE	49,490.00	21,254.33	28,235.67	57.05%
Contract Services	3,800.00	3,525.00	275.00	7.24%
Utilities	25,232.00	21,535.84	3,696.16	14.65%
Conference	1,500.00	1,386.89	113.11	7.54%
OVERALL	474,333.71	278,389.00	195,944.71	41.31%
DISCRETIONARY FUNDS	1 JULY 10	Expen'tures	FY11 Deposits	Current \$\$ Available
.State Aid	24,029.13	2,811.00	0.00	21,218.13
.George Hyde Fund	8,407.09	0.00	2,880.00	11,287.09
.Hazlett Children's Fund	1,040.03	0.00	0.00	1,040.03
.New Book Fund	412.21	0.00	205.43	617.64
.Carr Museum Fund	887.00	0.00	0.00	887.00
S&E DETAIL \$\$\$PENT	81,050.00			S&E Remainder
S&E Admin	1,607.07			
S&E Bldg Mnt	2752.83			
S&E Tech Serv	1,712.24			
S&E Materials	27,023.61			
Total SPENT	33,095.75			47,954.25
****S&E MATERIALS COMPLIANCE	Spent			
Materials w/ Discretionary Funds	0.00			
Materials TOTAL	27,023.61			
56,920.05	12%			
64,035.05	13.5%			
71,150.06	15%			

**NOTIONAL
RECONFIGURATION:
FROST BUILDING**



- ¹ Circulation moves from Basch to Center Room
- ² YA moves from Center Room to area adj. to Basch Room
- ³ Public PCs move from Ref and Center Room to Basch Room

(NOTE: **NOT** drawn to scale)