

Board of Trustees
Winthrop Public Library and Museum

Minutes

Trustees meeting, Edward A. Hazlett Meeting Room, Winthrop Public Library, September 16, 2004.

Mr. Matarazzo called the meeting to order at 6:37 P.M. The following trustees were present: James Matarazzo, Chairman; Stephen Dalton, Vice-chairman, Alex Alexanian, Betty Peabody, John Tranfaglia, and Richard Tyrell. The library was represented by Ann Gutting, Acting Director, and Janice Flaherty, Administrative Assistant. Erin Flaherty also attended the meeting.

Minutes

Mr. Matarazzo made the motion to accept the minutes of August 24, 2004. Mr. Tranfaglia seconded the motion. The minutes were accepted with Mr. Dalton abstaining.

Old Business

Trustees considered building maintenance once again. Mr. Matarazzo announced that Mr. Kenny Dalton would take photographs of building deficiencies to support the trustees when applications for repairs are made. The need for repairs to the Museum and the implementation of handicap access were also discussed.

The trustees reviewed Monday holiday payments to part-time staff. That total is \$1264.86. The minutes of the Executive session, October 11, 2003, show that the trustees agreed "that part-time staff should not lose Monday holiday compensation time."

Ms. Gutting's salary, as Acting Director, has been increased to step one of the Director's salary scale, and is retroactive to January, 2004.

Trustees agreed that the Children's librarian is woefully under-paid. Mr. Matarazzo is on the case.

Mr. Dalton made the suggestion that if the library is fortunate enough to gain a senior volunteer from the Liability Tax Program that indexing the Winthrop paper from the 1940's to the present would be a most valuable task.

Mr. Matarazzo noted that Draft 1 for the position of Director should have added the official ending "Equal opportunity employer."

New Business

Ms. Gutting brought the trustees up to date on recent air-conditioning repairs that carried the hefty cost of \$1400. The library will call J Cooling next time.

Fire extinguishers have been checked and ok'd--\$38 bill.

Special Business

Mr. Dalton sagely suggested that the library in conjunction with the Winthrop Fire Department run a fire drill.

Date of Next Meeting

The trustees will meet next at 6:30 P.M., October 14, 2004, in the Edward A. Hazlett Meeting Room.

Adjournment

Mr. Dalton made the motion to adjourn at 7:38 P.M. Mr. Alexanian seconded the motion. Unanimous.

*It should be noted that tonight's meeting was not properly posted, therefore all motions will have to be reaffirmed at the next meeting.

RST

RST