

Board of Trustees
Winthrop Public Library and Museum

Minutes

Trustees meeting, September 12, 2012, Hazlett Meeting Room, Winthrop Public Library.

Mr. Matarazzo called the meeting to order at 6:34 P.M. The following named trustees were present: James Matarazzo, Chairman; Alex Alexanian, Vice Chairman; Maria Ferri, Betty Peabody, and Richard Tyrell. The library was represented by Ann Gutting, Acting Director; Janice Flaherty, Administrative Assistant, and Richard Allen, Technical Services Librarian. Ron Bergman, Friends of the Library, also attended the meeting.

1. Reading and acceptance of minutes. Ms. Peabody moved to accept the minutes of June 19, 2012, as recorded. Mr. Alexanian seconded the motion which carried unanimously.

At this point, Mr. Matarazzo recognized and thanked Ms. Gutting for her contribution and sterling performance over the summer

2. Acting Director's update. Ms. Gutting reported that Northeast Electric has installed a new hand dryer in the ladies room and also several new lights that were needed throughout the library. The hand dryer cost \$370.82 and the lights \$131.88. Mr. Matarazzo paid the bill.

A copy of the budget, dated September 12, 2012, was distributed. Ms. Gutting also announced the winter hours for the library. The library will be closed Sundays and Mondays. In order to open full time, the library would need two Pages (20 hours) and three part-time helpers, each to man the main desk for 12 hours per week.

Ms. Gutting also noted that Mr. Boyle has been notified of damage caused by the heavy rain.

3. Chairman's update. Mr. Matarazzo pointed out that complete copies of the long-range strategic plan were provided to the Council President, the Town Manager, and the Council clerk. Abridged copies were given to members of the Council with the promise to provide full copies if they are requested.

The Chairman also volunteered the trustees for a Council meeting, and he also determined that copies of the plan should be provided to the Council Finance Committee.

Mr. Matarazzo noted that library vacation and personal time regulations will be forwarded to Mr. McKenna.

Mr. Matarazzo shared a paper on funding for U.S. libraries, and went from this paper to observe that we need a committee to study serious fund raising for the future stability of the library. Ms. Ferri and Ms. Peabody volunteered to study the fund raising of libraries similar to ours.

4. Old business. None.

5. New Business. Mr. Matarazzo brought the trustees up to date on the purchase of new computers for the library and the Director's office whose total cost was \$4495.

6. Executive Session. The trustees withdrew into Executive Session at 7:13 P.M.

7. Date of next meeting. The trustees will meet next at 5:00 P.M. on Tuesday, October 9, 2012, in the Hazlett Meeting Room. The new meeting time, 5:00 P.M., should be underscored.

8. Motion to adjourn. Ms. Peabody moved that this meeting be adjourned at 7:19 P.M. Mr. Alexanian seconded the motion which gained unanimous approval.

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