

**Winthrop Public Library  
Board of Library Trustees Meeting Agenda  
Wednesday, December 9, 2009 6:30 p.m.**

- 1. Discussion with James McKenna, Town Manager (town financial situation, library mission and future plans, library revenue generation)**
- 2. Reading and acceptance of minutes from the previous (November 12, 2009) meeting.**

**3. Director's update**

**\*\* *Regionalization of library management?***

**\*\* *Library "Wish List"(targeted fundraising)***

**\*\* *Info Briefing: Library Foundation for WPL&M?(fundraising vehicle)***

**\*\* *Budget/Financial Updates***

**\*\* *Update: Library Long Range/Strategic Plan.***

**\*\* *Update: Florence & Bernie Basch Room.***

**4. Old Business**

**\*\* *Revisit purchase of two new staff PCs (\$855 each) – recommend we delay purchase at this time [action]***

**5. New Business**

**\*\* *Formation of a joint entrepreneurial task force with WLSA [action]***

**\*\* *Proposed revision of library fines/fees schedule [action]***

**\*\* *Marketing of Library Services –Chamber of Commerce membership? [action]***

**6. Date of Next Meeting**

**7. Motion to adjourn**

Board of Trustees  
Winthrop Public Library and Museum

Minutes

Trustees meeting, December 9, 2009, Edward A. Hazlett Meeting Room, Winthrop Public Library.

Mr. Matarazzo called the meeting to order at 6:35 P.M. The following named trustees were present: James Matarazzo, Chairman; John Tranfaglia, Vice-Chairman; Stephen Dalton, Betty Peabody, Richard Tyrell, and Virginia Wallace, trustee elect. The library was represented by Alan Thibeault, Director; Ann Gutting, Assistant Director and Janice Flaherty, Administrative Assistant, together with librarians Richard Allen and Mary Connolly. The Friends of the Library were represented by Henry Dane, President; Peggy Hollenstein and Ron Bergman.

A warm welcome was extended to Mr. James McKenna who generously gave of his time to attend this meeting to speak of his aims as Town Manager and to listen to and answer the questions that this audience might present.

Everyone in attendance felt that the meeting was educational and worthwhile. Mr. McKenna spent almost one hour with the trustees.

At 7:28 P.M. Mr. Matarazzo called for a five minute recess, and then, at 7:34 P.M., called the regular meeting to order.

Minutes

Mr. Dalton moved to accept the minutes of November 12, 2009, as presented. Ms. Peabody seconded the motion which was then passed.

Director's Update

A. Regionalization of library management. Talks are under way concerning the feasibility of regionalization with Revere.

B. Library "Wish list." Mr. Thibeault submitted a list of projects most needed by the library.

C. Library Foundation. The role of a Foundation would differ from that of the Friends, with larger funds and a more sweeping scope.

D. Budget/Financial update. Mr. Thibeault submitted Fy 10 Financials as of 9 December 2009.

E. Long Range/Strategic Plan. The ad hoc committee will meet for the second time on December 19, 2009. A written survey of the Town will be taken, and then preparations to write the plan will take place.

F. Florence and Bernie Basch Room. Work will be completed by the end of January with the placing of new identifying signs.

#### Old Business

Staff P.Cs. Mr. Thibeault withdrew his request for two new P.Cs as he awaits certainty about the financial future of the library.

#### New Business

A. Formation of a joint entrepreneurial task with WLSA. A task force was created to study specific problems: Richard Allen, and Mary Connolly along with Alan Thibeault will be joined by trustees Betty Peabody and John Tranfaglia.

B. Fines/fees schedule. Mr. Thibeault proposed that the fine schedule be raised from 10 cents per day to 15 cents with fines levelling off at \$25, and that the cost of a lost museum pass be raised from \$5 to \$6.

Mr. Dalton moved that the trustees approve this new schedule. Ms. Peabody seconded the motion which won rapid approval.

C. Chamber of Commerce membership. Mr. Dalton moved to allocate \$160 per year from State Aid to pay for membership for the Director in the Winthrop Chamber of Commerce. Ms. Peabody seconded the motion which then was **unanimously approved**.

#### Next Meeting

The trustees will meet next on Wednesday, January 27, 2010, in the Hazlett Meeting Room, at 6:30 P.M.

#### Adjournment

Ms. Peabody moved to adjourn this meeting at 8:25 P.M. Mr. Dalton seconded the motion which carried easily. Trustees then offered Mr. Dalton words of encouragement on his impending back surgery.

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