



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

**Meeting: Thursday, March 24, 2016  
5:30 pm  
Bergman Room**

## **Agenda**

**Call to order**

**Approval of Minutes from February 2016 meeting**

**Guest**

**Michael Perez, Winthrop CFO**

**Unfinished Business**

**Circulation Policy/Fines**

**New Business**

**Chairperson Report**

**Director's Report**

**YTD Budget info**

**FY17 Budget request**

**Public Comments**

**Adjournment**

**Next Meeting: Thursday, April 21, 2016**

## Board of Trustees

### Winthrop Public Library and Museum

Board meeting Thurs. March 24,2016

- Meeting called to order at 5:32.
- Motion to approve Feb, minutes approved
- Members in attendance : Chairman Ron Bergman, Tom Connolly (Secretary). Betty Peabody , Donald Sullivan, Virginia Wallace, Library Director Diane Wallace.
- Visitor: Mr. Perez new C.F.O for the town was moved to first slot in the meeting due to a Town Council meeting that Mr. Perez had to attend later in the evening
- Mr. Perez introduced himself to the board. Give us his background, He has library finance background with the Boston Public Library
- Director Wallace requested a 10% budget increase.
- Mr. Perez stated that request must go through the Town Council.
- Mr. Perez said he would add a line in the town budget for book purchases..
- Proposal to hire a part time library assistant to work between both adult and children's libraries.
- Proposed that full time librarian should have a masters degree.
- Extra staff would allow for increased hours.
- Discussion of Library Budget:

Letter from Library Board: Winthrop received \$16,746.14 cents

The Library is in receipt of Trial Balance fro 7/1/15 – 6/30/16

Other issues::

Diane Wallace will be on vacation March 30 –April 10

Assistant Director will attend Public Forum On 4/5/2016

Richard Cifuni from Building Dept: Cost to carpet the Hyde Building  
10,000.00

Bathroom construction will be done in house to be completed within a two week time span.

Proposal to offer digitized books.

A flyer was passed out from the Mass. Library Board regarding funding cuts. 30% cut this year on the state level.

Overdue Book fees:

Problem: Fines not being collected: The board restated the current policy. Information sent out to the public regarding a fine amnesty from April 12 to May 2, 2016. On May 3, 2016 fines will be collected from all parties including staff and trustees. The only exception will be financial hardship. Letter sent to staff to this effect.

Meeting adjourned at 6:56

Thomas Connolly