

Board of Trustees
Winthrop Public Library & Museum
2 Metcalf Square
Winthrop Ma. 02152

Minutes of the November 8, 2018 Meeting 5:30 pm Bergman Room

Trustees in attendance: Chairman Ron Bergman, Vice Chair: Gillian Texiera,
Secretary: Thomas Connolly, Trustees: Donald Sullivan, Betty Peabody, Director:
Diane Wallace.

Meeting called to order at 5:30

Approval of October Minutes.

Approval of Food for Fine Program with ^{Food collected} proceeds going to local food bank.

Approved by the board.

Old business: Ron Bergman letter to Town Manager regarding raise for Director
Wallace.

Town Manager arrived at the meeting at 5:45

He discussed the following issues:

Five year capital plan for the library including replacement of windows,

The need to modernize town buildings especially the library.

Transparency in the budget process, and long term planning in the use of the
limited resources available to the town

Other business. 2% pay raise to staff brought library up to the state required 15%
benchmark

Thomas Connolly
Sec.

October circulation down 2.76%

Capital projects up date:

Discussed Windows and elevator upgrade New lighting in the rear of the building to be finished during the first week of December.

Excellent turnout for author Leigh Gilmore s presentation.

Friends of the library to present staff member Artie Lanagan with 100.00 in appreciation of his conducting dance lessons at the library for patrons.

Discussion on how to use the funds from the Matarazzo Fund.

Public Comment: None

Meeting adjourned at 6:25



Massachusetts Libraries
BOARD OF LIBRARY COMMISSIONERS

**FY2019 STATE AID TO PUBLIC LIBRARIES
FINANCIAL REPORT**

The municipality of Winthrop is submitting a report of annual appropriations and expenditures. This report is documentation for the Compliance Application Form for State Aid to Public Libraries. The undersigned assures the Massachusetts Board of Library Commissioners that the information submitted on this report is "certified by the librarian and subject to an audit by the state auditor" [M.G.L. Ch. 78, s. 19B] and is correct and true to the best of the librarian's knowledge.

Municipality:	Winthrop		
Library:	Winthrop Public Library & Museum		
Street Address:	2 Metcalf Square		
Mailing Address:	2 Metcalf Square	Winthrop	02152-3157
Telephone:	(617)846-1703	Director's Phone/Ext:	(617)846-1703
Fax:	(617)846-7083	Population Served By Library	18,164
Automated Network:	NOBLE		
Person Completing Survey:	Diane Wallace		
Email Address:	wallace@noblenet.org	Phone:	
Director/Acting Director Name:	Diane Wallace		
Director/Acting Director Signature:		Date:	
Director/Acting Director Email:	wallace@noblenet.org		
Trustee Chair Name:	Ron Bergman		
Trustee Chair Email:	ronbergman.winthrop@gmail.com		
Trustee Chair Signature:		Date:	

Print, sign, and postmark by October 5, 2018
Return to attn. Uechi Ng

Contact Mary Rose Quinn (x220 or maryrose.quinn@state.ma.us) or Liz Babbitt (x227 or liz.babbitt@state.ma.us) with any questions.

A. FY2018 TOTAL APPROPRIATED MUNICIPAL INCOME

	OPERATING	CAPITAL
1. Municipal Income	\$581,091	
2. Dog Tax Income	\$0	
3. TOTAL APPROPRIATED MUNICIPAL INCOME	\$581,091 (TAMI) enter on pg 2, line D	

B. FY2018 RETROACTIVE SALARIES INCOME FROM MUNICIPAL APPROPRIATION

	OPERATING
1. Retroactive Salaries Income	

C. FY2018 TOTAL NON-RECURRING APPROPRIATED INCOME

	OPERATING
1. Appropriated non-recurring municipal income	

D. FY2018 TOTAL MUNICIPALLY APPROPRIATED REVOLVING FUND

	OPERATING
1. Appropriated non-recurring municipal income	

E. FY2018 TOTAL NON-APPROPRIATED INCOME (not from municipality)

	OPERATING	CAPITAL
1. Trust and Endowment Income	\$2,457	
2. Monetary Gifts	\$103,517	\$20,042
3. State Aid to Public Libraries	\$21,961	
4. State Grants (e.g., Arts Lottery)	\$1,939	
5. State Construction Grant		
6. Federal Grants - LSTA	\$0	
7. Other Federal Grants	\$0	
8. Other Grants (e.g., Mott Foundation, Gates)	\$0	
9. Income received from Friends Group	\$2,455	
10. Fines and Fees	\$0	
11. Other Income Please Specify: _____	\$0	
12. TOTAL NON-APPROPRIATED INCOME	\$132,329	\$20,042

F. FY2018 TOTAL PERSONNEL EXPENDITURES - paid from the library's total operating budget

	OPERATING	RETROACTIVE	PAID BY ANOTHER TOWN DEPARTMENT
1. Salaries	\$381,017	\$0	\$0
2. Benefits (see definition)	Enter on pg.4, sect 5, line B		\$0
3. TOTAL PERSONNEL EXPENDITURES	\$381,017	\$0	\$0

G. FY2018 STIPEND EXPENDITURES

	OPERATING
1. Stipend Expenditures	3,185

H. FY2018 TOTAL MATERIALS EXPENDITURES

	PAID FROM LIBRARY OPERATING BUDGET	PAID ON BEHALF OF THE LIBRARY BY FRIENDS, FOUNDATIONS, ETC.	PAID FOR TECHNOLOGY FOR DIRECT PATRON USE
1. Books in print format	\$64,534	\$2,859	
2. Print serial subscriptions	\$6,820		
3. Audio	\$2,515		
4. Video	\$6,603		
5. Network membership fees for e-content	\$8,529		
6. Ebooks, downloadable audio and video	\$500		
7. Materials accessed electronically (CD-ROMs, video games)			
8. Electronic Collections and Databases	\$1,500		
9. Other materials	\$4,020		
10. Technology for Direct Patron Use			
11. TOTAL MATERIALS EXPENDITURES	\$95,021 Enter on pg.4, Sect.5, line G	\$2,859 Enter on pg.4, Sect.5, line H	Enter on pg.4. Sect.5, line I

I. FY2018 TOTAL OTHER EXPENDITURES

	OPERATING	CAPITAL	PAID BY ANOTHER TOWN DEPARTMENT
1. Building maintenance	\$6,327		\$0
2. Energy (gas, electric, oil)	\$21,369		
3. Other utilities	\$88		
4. Network membership (excluding e-content)	\$37,054		
5. Other (see definitions)	\$24,305	\$0	
6. Capital outlay		\$0	
7. Construction		\$0	
8. TOTAL OTHER EXPENDITURES	\$89,143	\$0	\$0

Winthrop

ROUND ALL NUMBERS TO NEAREST DOLLAR

J. FY2019 PROJECTED TOTAL APPROPRIATED MUNICIPAL INCOME (TAMI) for operations

	OPERATING
1. Municipal Income	\$572,535
2. Dog Tax Income	
3. FY2019 PROJECTED TOTAL APPROPRIATED MUNICIPAL INCOME (TAMI) for operations	\$572,535 (TAMI) enter on pg 2, line I

ADDITIONAL INFORMATION

1. Is the library hosting a summer reading program during the current calendar year?	Yes
2. How many children (11 and under) participated in the library's current calendar year summer reading program?	713
3. How does your library primarily use state aid to public libraries? Select one.	Construction /renovation
4. Please briefly list one use of your state aid not in the above.	