

**STONEHAM PUBLIC LIBRARY  
TRUSTEES' MEETING  
MONDAY, JUNE 12, 2006**

Attending: Ciccarello, DiDonato, Francis, Rora, and Director Todd  
Meeting called to order by Chairman Ciccarello at 7:34 p.m.

- I. Reviewed and approved minutes of May meeting on a motion by Francis (2<sup>nd</sup> Rora).
- II. Reviewed and accepted statistical reports for May on a motion by Francis (2<sup>nd</sup> Rora).
- III. Wireless Contract and Cabling Quotes
  - A. Reviewed drop diagrams provided by Atrion to Velocity.
    1. Atrion quote: \$2,750
    2. NetVersant, which is on the State Bid list: \$2,146
    3. Bob Coles' company, which is on the State Bid list and located on Montvale Ave., will work up a quote.
  - B. A request will be made to eliminate the drop in the Apalakis Room which would bring the total number of drops down from 6 to 5.
- IV. Instant Messaging Incident
  - A. An Instant Messaging Policy presented by Director Todd in response to an unfortunate incident involving a number of young people and IM-ing was approved and accepted on a motion by DiDonato (2<sup>nd</sup> Rora).
  - B. Said Policy will be posted and enforced.
- V. Roof Repairs: Thomas Burke will do slate roof repairs estimated at \$800. Director Todd has requested funds from Capital Improvement.
- VI. Reservation Software
  - A. NOBLE is working to send estimates to interested libraries who would like to purchase Envisionware. Envisionware Software will allow patrons, using their library card number, to reserve time on a specific computer.
  - B. Based on preliminary cost estimates, the use of up to \$2500 from State Aid funds was approved on a motion by Francis (2<sup>nd</sup> Rora) to move forward on the project.
- VII. July 3<sup>rd</sup>: The staff is enthused about closing on the 3<sup>rd</sup>, following the Town Administrator's plan.
- VIII. DVDs: Because of thefts, dvds have been removed from cases to file folders. Staff fills case with requested dvd upon patron checkout.
- IX. Other Business
  - A. Mr. Lord's bequest of \$10,000 was received. Check was signed by Chairman Ciccarello, witnessed by Director Todd.
  - B. NOBLE contract signed by Chairman Ciccarello.
  - C. Health problems of a staff member should be resolved soon.
  - D. Unless requested by Director Todd, Trustees' Meetings are suspended until after September 25<sup>th</sup>.

Meeting adjourned at 8:24 p.m. on a motion by Francis (2<sup>nd</sup> Rora).