

**STONEHAM PUBLIC LIBRARY
TRUSTEES' MEETING
DECEMBER 14, 2009**

Attending: Ciccarello, DiDonato, Doucette, Fixman, Frances, Rora, and Director Todd

Meeting called to order by Chair Fixman at 7:31 p.m.

- I. Review Minutes of last meeting: Minutes reviewed and accepted on a motion by Doucette (2nd Francis). One abstention (absence).
- II. Review Statistical Reports: Financial reports reviewed and accepted on a motion by DiDonato (2nd Francis). Statistical reports delayed as preparer was ill.
- III. Budget 2011: Level funded by request of TA. On a motion by Ciccarello (2nd Francis) the Trustees unanimously requested that Director Todd draw up a budget which includes a fully funded Book Budget of \$100,000. Also discussed unprecedented increase of 39% in the Inter Library Loans for the month of October.
- IV. Union Contracts: A one year contract (no raises, no layoffs) was agreed to and signed by the Union, not signed by the TA. TA contacted shop steward re: a three year contract with no raises for first year, 1 1/2% increase for each of the next two years – union agreed if no layoffs. One year agreed to (see above). Will sign one year agreement and begin negotiations in February.
- V. Director's Contract: Expired February of 2009. Discussed new contract and Director Todd's 25 years of service as of April 2010. Ciccarello will prepare a new contract for Director Todd which will be presented for discussion at the next meeting on Jan. 11, 2010.
- VI. Pandemic Policy Follow-up: No changes. Board of Health installed hand sanitizer dispensers. Library will fill, TA will fund sanitizer.
- VII. Other Business:
 - A. Staff Thank You: Board of Trustees acknowledges and thanks the staff members who volunteered their time and talents on Murder Mystery Night. Copies of acknowledgments and thanks will be placed in their personnel folders.
 - B. Fire Alarm Panel: Three quotes have been obtained. TA has not yet requested funding from the capital committee. Because of safety issues, it must be replaced ASAP. On a motion by Ciccarello (2nd Rora) it was agreed to fund panel from repairs and maintenance monies and request reimbursement from Capital Improvements at Town Meeting.
 - C. Personnel Files: Original copies will be stored at Town Hall in keeping with policies of other Town Departments.

- D. Staff Event: will be held in the New Year.
- E. Water: No water issues except on East side, which is slated to be repaired soon (vandalized window will also be repaired soon).

Meeting adjourned at 8:14 p.m. by Chair Fixman on a motion by Ciccarello (2nd Francis). Next meeting January 11, 2010.