

**STONEHAM PUBLIC LIBRARY  
TRUSTEES' MEETING  
MONDAY, APRIL 9, 2007**

Attending: Ciccarello, DiDonato, Doucette, Fixman, Francis, Rora, Director Todd

Meeting called to order at 7:30 p.m.

- I. Reviewed and accepted Minutes for March on a motion by Doucette (2<sup>nd</sup> Rora).
- II. Reviewed and accepted Statistical Reports for March on a motion by Fixman (2<sup>nd</sup> Doucette).
  - A. Statistical Reports: Discussed drop in Junior Room circulation, perhaps due to unfilled Children's Librarian position and subsequent lack of programs.
  - B. Budget: Discussed the moving of funds within budget to cover rises in costs in various areas. Operating budget does remain the same.
- III. Meet the Town Administrator: TA cancelled meeting.
- IV. 20 Hour Positions: The TA would like to cut insurance costs to the Town by cutting hours from 20 hour positions.
- V. Miriam Marsh Fund: The TA would like the Library to use the \$49,000 in this fund for Library repairs.
  - A. The Trustees feel that using the funds in that manner would not be in the spirit of the gift. The Town has an obligation to fund building repairs.
  - B. The Trustees would prefer to use the gift for future new technology, such as funding e-audio books available through download for our patrons.
- VI. Revenue Generating Ideas: The TA would like the Library to generate more funds. A Revolving Fund for the Library would be created for these funds.
  - A. Room Rental: The Trustees agree that \$25 per hour with a maximum of \$75 for four hours seems high for charitable/non-fundraising groups/non-profit/in-Town groups.
    1. Trustees could agree to charge out-of-town groups.
    2. A "Suggested Donation" letter could be sent to regular users of Library meeting rooms.
  - B. Fund-a-Fine Program: Businesses could be approached to donate a sum of money which would fund patrons' fines for one year. Patrons would be made aware of the generous contribution of the business.
  - C. Bookmarks with a business name could be funded by a business.

- D. Books, screensavers, etc., could be sponsored by businesses.
- E. Director Todd will attend a seminar through NMRLS titled "Marketing the Library" which may be helpful in this regard.
- VII. Long Range Planning Committee: Next meeting Thursday, April 12. Discussed impressive list of Strengths, etc., which Director Todd made available.
- VIII. Other Business
  - A. Homeless Policy: will be considered.
  - B. Mold Issues: Asst. Director Forkin's office will be inspected free of charge by a company skilled in detecting mold/odor sources.
  - C. Children's Librarian: On April 5 a candidate for the position was interviewed. The candidate has excellent qualifications and will graduate from Simmons in May. An offer will be made.
  - D. Marcy Room: Tom Ciccattelli would like to install a plaque outside the room to acknowledge the donor. The cost will be investigated. The Apalakis Fund, which is to be used for purchases related to Stoneham history, could be used to fund the plaque.

Meeting adjourned on a motion by Fixman (2<sup>nd</sup> Doucette) at 8:52 p.m.  
Next meeting May 14<sup>th</sup>. If Town Meeting is held on the 14<sup>th</sup>, Trustees will meet on Tuesday, May 15<sup>th</sup>.