

**STONEHAM PUBLIC LIBRARY
TRUSTEES' MEETING
MONDAY, NOVEMBER 13, 2006**

Attending: Ciccarello, DiDonato, Doucette, Fixman, Francis, Rora, and Director Todd
Meeting called to order by Chairman Ciccarello at 7:31 p.m.

- I. Reviewed and approved Minutes of October meeting on a motion by Fixman (2nd Rora).
- II. Statistical Reports: Not available at time of meeting.
- III. Budget 2008: Reviewed and approved on a motion by Doucette (2nd DiDonato).
- IV. Furniture: Tucker Library Interiors, which received good reviews from Agawam, will review the Library's space. Director Todd hopes to replace the outdated card catalog with Franklin or Worden Twain computer workstations. DeTeso funds will be used toward the purchase. State aid and/or other donations will be considered for completing purchase funding.
- V. Long Range Planning Committee
 - A. Director Todd has sent a letter to Sharon Iovanni regarding possible committee members for the LRPC. Sharon has suggested someone from the Book Oasis. Maureen Saltzman, SPL Reference Librarian, is interested in volunteering. Sue Fixman will represent the Library Trustees. The Friends of the Library will be asked for a volunteer.
 - B. The Committee will be formally established in December.
 - C. NMRLS will host online surveys for the LRPC.
- VI. Reservation Software
 - A. Publicity for Reservation Software includes brochures and large posters announcing arrival.
 - B. Software will be on all but one computer, which will be reserved for searching the online card catalog.
 - C. Training session at Staff Meeting was very successful.
- VII. Other Business
 - A. Water has been leaking into the Library.
 1. Max French has suggested installing underground PVC pipe to move water away from building.
 2. Carpets should be removed because of mold and mildew and be replaced by easy-to-mop tile.
 3. Building may have to close during carpet removal because of mold/mildew.
 4. Applications may be made to the Town for Capital Funds for repairs.
 - B. Fridge: New refrigerator for Staff Room was discussed. The purchase of a new refrigerator from Gray's Appliances for \$435 was moved and approved on a motion by Doucette (2nd Francis).

- C. The Superintendent of Schools has found a corporate sponsor to fund a membership to the Rotary Club for Director Todd. After much discussion and careful consideration, Director Todd was advised to decline, with regrets, membership to Rotary because of her very tight and inflexible schedule, her need to be available to cover for any ill or vacationing Staff, and the impossibility of guaranteeing the required weekly participation.
- D. Mary Lou Bracciotti, full time Senior Library Technician, will retire mid January 2007. This full time position will be posted and hopefully filled immediately.

Meeting adjourned at 8:34 p.m. on a motion by Fixman (2nd Francis). Next meeting will be on December 11, 2006.