

**STONEHAM PUBLIC LIBRARY  
TRUSTEES' MEETING  
MONDAY, DECEMBER 11, 2006**

Attending: DiDonato, Doucette, Fixman, Francis, and Director Todd

Absent: Ciccarello, Rora

Meeting called to order by Acting Chair Fixman at 7:40 p.m.

- I. Reviewed and accepted November Minutes on a motion by Doucette (2<sup>nd</sup> Francis).
- II. Reviewed and accepted Statistical Reports for September, October, and November on a motion by Doucette (2<sup>nd</sup> Francis). The addition in November of a column for "Wireless Guests" was noted.
- III. Budget 2008
  - A. The Town Administrator and Director Todd met. In the event that there is no Trash Fee, the budget will be slashed. Director Todd has worked out a budget based on \$659,000, which is less than bare bones.
  - B. Memo to the Town Administrator regarding the slashed budget was discussed, amended, and will be presented to the TA on December 12, 2006.
- IV. Theresa's Resignation: Theresa's last day will be January 5, 2007. Applications are being accepted for the position. Interviews will be scheduled for after the holidays.
- V. Mary Lou's Retirement: Mary Lou will remain until January 19<sup>th</sup> to assist because of Theresa's departure. Elaine McKenzie has expressed an interest in Mary Lou's position. If Mary Lou's position is filled from within the Library the resulting vacant position will be filled.
- VI. Long Range Planning Committee: Reviewed handout sent by NMRLS. Two Friends of the Library have expressed a willingness to serve on the committee.
- VII. Reservation Software: Software is working well. Two hundred twenty five people used the RS in the first 2 or 3 days.
- VIII. Furniture:
  - A. Tucker Library Furnishings rep gave a figure of \$9000 to do everything, but to do just the middle desks (4 tables with slings) it would be \$2585 and take 8-10 weeks.
  - B. "Canyon Blue" laminate will be used for the countertops and "Autumn Oak" finish for the finish.
  - C. Funding would covered by the DeTeso donation (\$1400-1500) and other donations.

1. Newspaper acknowledgement of donations to “make desks possible” will be published.
  2. Plaque of same will be displayed.
- D. Card Catalog will be placed on Craigslist. Any funds generated from its sale will be used for desks, books, and/or other Library needs.

IX. Other Business

- A. Building: TA and union representative toured problem areas. TA will return with Max French to discuss problem solving strategies.
- B. Snow Removal: TA may discuss situation with Public Works.
- C. New Refrigerator: Grey’s discounted price of \$400 is appreciated. Refrigerator is excellent.
- D. Fire Panel: Downstairs’ panel activates without cause.
  1. First course of action was to clean smoke detectors. Problem persisted.
  2. Fire Chief will discuss replacement of system with Aronson Alarm people to arrive at best system for Library.
  3. \$15,000 possible replacement expense will hopefully be covered by Town monies in this emergency alarm panel replacement situation.

Meeting adjourned at 8:37 p.m. on a motion by Doucette (2<sup>nd</sup> Francis).  
Next meeting: January 8, 2007.