

**STONEHAM PUBLIC LIBRARY  
TRUSTEES' MEETING  
MONDAY, DECEMBER 12, 2011**

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

- I. Meeting called to order at 7:30 p.m. by Chair Rora.
- II. Review Minutes of Last Meeting: Minutes (Document A) unanimously approved on a motion by Ciccarello (2<sup>nd</sup> Francis).
- III. Review Statistical Reports: Reports (B1, B2) reviewed and unanimously accepted on a motion by Ciccarello (2<sup>nd</sup> Fixman). Note was made of significant increase in OverDrive, Adult, and Youth circulation.
- IV. Food Drive/Fines Revisited: Fine Free Week Food Drive will run Dec.16-23 and will be well publicized. This drive should benefit both the Food Pantry and the SPL.
- V. Room Repair: Progress is being made in many areas (floor, cabinets, countertops, sink). Carpet squares are being considered.
- VI. Historic Preservation
  - A. Check has been cashed by BPL so application is being completed by Director Todd. Pooling resources with the Stoneham Historical Society would result in development of glass negatives in their possession. Mr. Steve Rotundi and Ms. Marina Memmo have been contacted in this regard.
  - B. Donation by Hewlett Packard of beautiful case and display boards was gratefully received.
- VII. FY13 Budget: Documents C1 and C2 were reviewed. C2 (with corrections) will be submitted. Director also reported that expected State Aid funds have arrived.
- VIII. Capital Requests: Director discussed requests (Document D) for improvements. Other areas needing improvement or replacement were noted and will be added to list.
- IX. New Business
  - A. Technology Night: News article (Document E) brought forward by Trustee Doucette re: techno tutorials highlighted need for SPL to offer similar experience for patrons. Consequently, e-reading demonstrations and instructions will be made available after the New Year.
- X. Adjournment: Meeting adjourned at 8:17 p.m. on a motion by Fixman (2<sup>nd</sup> Ciccarello).

Next Meeting January 9, 2012, at 7:30 p.m.