

**Stoneham Public Library  
Board of Trustees  
October 23, 2017**

**Attending:** Ciccarello, DiPietro, Fixman, Francis, Memmo, Rora, Director Langley

- 1. Call to order 7:32PM**
- 2. Review minutes. Approved motion Ciccarello, 2nd DiPietro. Statistical Report approved on motion by Ciccarello. 2nd Memmo.**
- 3. Website Redesign Update:** Director reported on possible change from VERVE to NOBLE hosting library website. For example, who would control site and is there system support? Cost difference. Ease of use. Change to WordPress. Migration of present website could be done by NOBLE if needed. Discussed hiring website designer with library funds voted on last meeting. See proposal from April 3, 2017. Ona Ridenour.
- 4. Stoneham 101 Summary of Event:** Excellent turnout. Over 100 new residents participated. Chamber of Commerce and Library hosted event to introduce town departments and chamber businesses to new locals. Potentially a yearly event.
- 5. Review of Library's Meeting Room Use Policy:** Updated language of policy discussed. Specifically no admission fees allowed. Non-profits use rooms for free. \$250 fee for profits. Donation Policy next meeting.
- 6. Library's Holiday Schedule Approval – Veteran's Day, Thanksgiving, Christmas.** November 10/11 closed. November 23/24/25 staff using own time off. Christmas 23/24/25/26. Tuesday half day comp time. New Year's just 1/1/18. **Ciccarello motions, 2nd Memmo. Unanimous.**
- 7. Review of Stoneham independent Digitizations Project:** Up to 1979. Director tested the database. Also on a hard drive given to director. Advantage Preservation. Link put on the website today.
- 8. New/Other Business:** Retirement Martha Buckley–last day November 2nd. Betsy Rotundi retiring, possibly in June. Two ten hour positions will be under union. **Ciccarello motions to post 20 hour library technician job. 2nd Fixman. Unanimous.** Book Donations through Stonehambank and Friends of the Library through Friends mentioned.
- 9. Adjournment: Motion to adjourn by Ciccarello, 2nd Fixman 9:09PM**  
Next meeting November 13, 2017.