

**STONEHAM PUBLIC LIBRARY  
TRUSTEES' MEETING  
MONDAY, OCTOBER 22, 2012**

**Attending: Ciccarello, Doucette, Fixman, Francis, Memmo, Director Todd**

- I. Meeting called to order at 7:37PM
- II. Review Minutes from June 11, 2012 Meeting (Document 1).  
Review Minutes from September 10, 2012 Meeting (Document 2).  
Review Statistical Reports (Document 3). Unanimously approved on a motion by Fixman (2<sup>nd</sup> Doucette).
- III. Holiday Library Schedule discussed.  
Veterans' Day falls on Monday, November 12. Trustee meeting moved to Tuesday, November 13, 2012.  
Thanksgiving—Library closed day after Thanksgiving and Saturday after the holiday. Staff to use comp, vacation or personal time.  
Christmas falls on a Tuesday. Director to discuss closing Monday (Christmas Eve) and Tuesday. Again with staff using comp, vacation or personal time.  
Motion by Fixman to approve schedule (2<sup>nd</sup> Doucette). Unanimous.  
Trustees to revisit New Year's Holiday Schedule at next meeting.
- IV. Mystery Night Wrap-up  
Successful Fundraiser and Social Evening for the Library.  
Thanks go out to Staff Volunteers, Actors and generous donations of food from HARROWS, CAFÉ AMORE, ANGELOS, GAETANOS, RANG AND FELICIAS.  
Unanimous approval of motion by Memmo (2<sup>nd</sup> Doucette) to purchase Keurig Coffemaker as a thank you to Library **Staff**.
- V. NEW POSITION  
Discussion ensued. LIBRARY TECH PLUS (Document 4)  
34 hour position  
Staff member Maryalyce Pastorello to take position. Starting date is January 26, 2013. Trustees will revisit and vote on position at a future meeting.
- VI. PUBLIC FAX MACHINE  
Discussion ensued regarding Public Fax Machine. (Document 5) FAX24 provides service with a 6 month trial. Andover, Wilmington and Chelmsford Libraries have fax machines for public use. Trustees to revisit the possibility for Stoneham Public Library.
- VII. OLD BUSINESS
  - a. Outside Light—Larry Brophy checking into Floodlight on building rather than the free-standing lantern which has been broken.
  - b. Plaque Charge—discussed an agreed upon amount to honor a library patron, living or deceased, with a plaque.  
Trustees to revisit and decide charge at a later date.
- VIII. NEW BUSINESS  
Neighboring homeowner to meet with Director Todd and Town Administrator Ragucci on Monday October 29, 2012 regarding his concerns **about the town**

property. This is the same homeowner who has previously been in contact via email with Trustee Ciccarello and Director Todd.

IX. ADJOURNMENT

8:35PM on a motion by Fixman (2<sup>nd</sup> Memmo).