

STONEHAM PUBLIC LIBRARY  
BOARD OF TRUSTEES  
OCTOBER 19, 2015

Attending: Ciccarello, Doucette, Fixman, Francis, Memmo, Rora and Director Todd

1. Meeting called to order at 7:32 by Chair Rora.
2. Reviewed minutes of the September 14, 2015 meeting. Minutes approved on a motion from Ciccarello, 2<sup>nd</sup>. Memmo.
3. Statistical report for August plus a budget report were reviewed and accepted on a motion by Ciccarello, 2<sup>nd</sup> Memmo.
4. The gutters and cupola painting postponed until spring and warmer weather..
5. New job descriptions for the Director and Assistant Director were unanimously approved as updated on a motion by Ciccarello, 2<sup>nd</sup> Francis.
6. Thanksgiving/Christmas Holidays – After discussion and on a motion from Ciccarello, 2<sup>nd</sup> Francis it was unanimously voted to close the Wednesday before Thanksgiving at 5:00 and remain closed Thursday, Friday and Saturday. Staff must use vacation or comp time for this. The Library will close at 1:00 the day before Christmas and remain closed Saturday. New Years Eve closure at 5:00, but will open regular hours on Saturday January 2.
7. Francis moved to adjourn to Executive Session to discuss # 7 Meeting with TA on 10/26. The motion was seconded by Memmo. Memmo then polled the members individually by voice vote and the motion passed unanimously. The meeting adjourned into Executive Session at 8:10. We will return to the regular meeting upon adjournment of Executive Session.
8. Next meeting will be October 26 with the Town Administrator at 7:30. Next regular meeting November 9, 2015 at 7:30. Moved to adjourn at 8:47 by Ciccarello, 2<sup>nd</sup> Memmo