

STONEHAM PUBLIC LIBRARY  
TRUSTEES' MEETING  
TUESDAY, OCTOBER 11, 2011

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

- I. Meeting called to order by Chair Rora at 7:31 p.m.
- II. Review Minutes: Minutes (A) reviewed and accepted on a motion by Ciccarello (2<sup>nd</sup> Doucette) with two abstentions (DiDonato, Francis)
- III. Review Statistical Reports: Statistical reports (B1, B2) reviewed and accepted unanimously on a motion by Ciccarello (2<sup>nd</sup> Francis). It was noted that over 6,000 patrons were purged by NOBLE (cards not used within the last 4 years), EBSCO usage was down and numbers will be checked.
- IV. P.C. Maintenance with NOBLE (C): Motion by Ciccarello (2<sup>nd</sup> Doucette) to use \$1575 from State Aid to secure services from January 1 through June 30, 2012 through NOBLE for maintenance contract was unanimously approved. All repairs, installs, and maintenance for computers and printers will be covered under this plan.
- V. Outside Maintenance: Neighbor has requested that rear of Library be better maintained. Two estimates (Corapi: \$3500 , McDonough: \$3820 ) were requested for low maintenance landscaping and fall cleanup. Trustees feel that a new contract would address all concerns and on a unanimously approved motion made by Fixman (2<sup>nd</sup> DiDonato) \$3500 in funds from State Aid will be used for said contract.
- VI. Town Meeting: The SPL has no issues at Town Meeting.
- VII. Clothing Drive for Katherine Clark's Office: Director Todd will look into a request for donation box in Library as the logistics seem complicated. On a related note, Food Pantry Donations in lieu of overdue fines was suggested. This has been done with success previously and will be publicized.
- VIII. Trustee Vacancy: Trustee DiDonato will not be seeking reelection in April.
- IX. New Business:
  - A. Mystery Night: Date changed to April 13, 2012, which is the end of Library Week.
  - B. Digital Commonwealth BPL Grant: For a \$100 application fee, which the Appalakis Fund could cover, the SPL would be "considered for digitization service." Director Todd will investigate. If \$100 would definitely lead to the service, which would scan 500 photos or documents or 1500 pages, the application will be filed.
- X. Adjournment: Meeting adjourned at 8:35 p.m. on a unanimously approved motion by Ciccarello (2<sup>nd</sup> Fixman)

Next meeting Monday, November 14, 2011, 7:30 p.m.