

MEDWAY PUBLIC LIBRARY
26 High Street
Medway, MA 02053

Minutes of the Board of Library Trustees Meeting

Feb 3, 2004

Attendees:

MaryAnn Cabibbo
Madalyn Corbett
David Cole, Vice Chairman
William Roberts, Secretary
Wendy Rowe, Chairman & Acting Director
Richard Zytka

1. Approval of agenda

Motion to approve the agenda: RZ1, DC2, passed unanimously

2. Citizens speak

None

3. Secretary's Report

Motion to approve Jan 13 minutes: MAC1, MC2. passed unanimously

*Motion to approve but not release the Jan 13 executive session minutes:
MAC1, DC2. passed unanimously*

4. Budget Report

Susan did a month's worth of bills before leaving

Susan came the Jan 31 (a Saturday) and did February staff schedule and bills.

Wendy reconciled the Oct-Dec ledger from Accountant's office with our records. Things have gotten much better since last summer.

The town administrator recommended our budget less the money we're saving on the director's salary.

Wendy has trouble getting to the start of the Wednesday FinCom meetings. David will go to the Feb 18th FinCom and Bill will go to the Feb 25th. It may be that they'll be so riveted to their chairs by the excitement that they won't even slink out when Wendy arrives.

5. Director's Report

Sally is likely to retire July 1 and says she needs to give the town 3 months notice so she has to decide by April.

We had an irate patron. It seems the library has Netscape 4.? browsers installed on the public machines. This hoary old Netscape version doesn't work adequately on a growing number of websites, in particular it didnt work with the website the patron wanted to use. The solution is to load Internet Explorer (anything besides IE might have problems with Microsoft's various websites including hotmail). However replacing the browser will run afoul of the Fortres security system that armors our public stations. Lucky Patrick.

The printer computer's monitor fried. Wendy replaced the monitor with a donated one from the basement.

Patrick came and met the staff and ate food Monday Feb 2. All went well.

Of the two trustees whose term is up: Richard is not running for reelection. Bill is. Perhaps Richard can visit as a citizen in connection with the fund raising letter which lapsed due to our directorial turmoil.

6. Old Business

None

7. New Business

Discussion of Director's contract for next year (fiscal 2005). The issue is salary. Assuming he is a "keeper", a reasonable raise a year from his start date would translate to roughly a 1% increase for FY05. Thus:

Motion to allocate Director's fiscal 2005 salary as 1% greater than that previously agreed with Director: DC1, MAC2. Passed unanimously.

8. Adjournment: an expeditious 7:45 PM

Motion to adjourn: DC1, MAC2, passed unanimously