

Westwood Board of Library Trustees
February 11, 2019
Westwood Public Library
660 High Street, Westwood, MA 7:30 pm

Chairman Fitzgerald called the meeting to order at 7:30 pm.

In Attendance: Trustees: Paul Fitzgerald, Chair, Mary Masi-Phelps, Mary Beth Persons, Wendy Thornton, Maureen VonEuw and Jessica Cole
Library Staff: Tricia Perry, Director

Approval of Minutes Minutes were approved as presented. A motion was made/seconded (Persons/Thornton) to approve the Minutes from January 14, 2019. All present were in favor.

Town of Westwood Comprehensive Plan- Library Report for the Long-Range Steering Committee- Public Facilities The Trustees discussed the draft of the report. Mary Beth Persons and Mary Masi Phelps will set up a time to meet with Tricia to discuss and revise as the Library Report for the Long-Range Steering Committee- Public Facilities, along the lines of the Trustees' discussion.

Director's Report: Ms. Perry reported that the Finance Committee has established sub-committees to review departmental budgets. The Library's subcommittee, chaired by Cindy Buckley, will meet February 12th at 5pm with Mike Jaillet in attendance.

This Harry Potter Book Night on February 7 was very successful. The activities for the evening ran smoothly. Congratulations to all those involved in a great night.

Westwood Reads 2019 programs were well attended and the molasses cookies provided by Bibi's Cafe and Bakery were popular. Gary Hylander's program is being rescheduled and Stephen Puleo will be narrating a walking tour of the North End Molasses Flood history - date and time tbd.

The Art in Bloom program was lovely. Kira Seamon, gallery artist of the month, worked with about 25 patrons at the Bloom Party to create floral displays to accompany the gallery art featuring photographs of Machu Picchu and Peru. Special thanks to Rick Canale of Exotic Flowers for the beautiful supply of blooms.

Teen Study nights on January 14th and 15th had a great turnout. Westwood High PTO parents assisted as chaperones and served pizza and bagels. Special thanks to Sean Bevan and Megan Coppola for working with Library staff to make this program, now in its 5th year, happen. The therapy dogs and their handlers continue to be the highlight of the evening, thank you to Dog Bones for publicizing the event.

The Book Club Kits initiative now has four titles that circulate. Each kit contains 5 copies of the book and a discussion guide. Library staff are selecting newer publications and if this proves as popular as we think, we will add additional titles in the coming months.

The Read Next reader's advisory service has exceeded expectations. The program has been capped for now with over 100 registered readers.

WiFi access was increased in December from 50 to 150 mbps. While the increased speed has made some difference in access, options which might increase overall capacity are being discussed.

Budget updates: FY 19
and FY 20:

The Closer of the Building is now compensated at the state minimum wage of \$12/hour. Director Perry discussed the possibility of making a one-time adjustment to the current published salary range for Substitute Seasonal Library Assistants. This salary adjustment would be budget neutral.

Staffing Update: Teen
Librarian Position

Director Perry updated and advised the Board of the circumstances of the resignation and her desire to re-post the Teen Librarian Position.

- Facilities Update: Acoustical Engineering Review A feasibility study to look at options for improving acoustical conditions at the Library will be investigated.
- Approval of Acceptances and Expenditures: Mr. Fitzgerald asked for a motion and a motion was made/seconded (Persons/Cole). All were in favor.
- New Business:
1. Sloane Autry and Laura Sprague from the Bowdoin College Museum of Art have requested permission to photograph and re-publish a small selection of Rufus Porter mural photos. The Town Counsel will be consulted.
 2. The estate of Martha Elaine Barry recently notified the Library about a provision in her will for a potential donation of \$5,000 for the purchase of books or for programming. Bookplates will be placed in any books purchased.
 3. Westwood Cultural Council Grant for the Magical Strings program has been approved.
- Handouts: Trustees Agenda, Minutes 1/14/19, Acceptances and Expenditures, Library Facilities Information, FY 20 Municipal Budget Details, FY 20 Capital Articles, Finance Committee Questions, Departmental Expenditures, Director's Report February 2019, Acoustical Engineering Information, 2019 Annual Report Document
- Next Meeting: Monday, March 11, 2019 at 7:30 pm at the Main Library.
- Adjournment: At 9:21pm a motion was made/seconded (Masi-Phelps/Thornton). All were in favor.