

Westwood Board of Library Trustees
March 12, 2018
Venue: Westwood Public Library, Meeting Room
660 High Street, Westwood, MA 02090

Mr. Fitzgerald called the meeting to order at 7:38pm

In Attendance:

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

Approval of Minutes:

Minutes were accepted as amended.
A motion was made/seconded (Masi-Phelps/Persons) to approve the Minutes from February 12, 2018. All voted in favor.

Director's Report:

Homebound Delivery Program will be implemented beginning in April. Westwood COA and Friends of the Westwood Public Library have graciously provided funding for purchase of zippered bags and luggage tags. (Zipper closure will help ensure confidentiality of patron requests).

New England Irish Harp Orchestra Program held on Saturday, March 10th was well-attended (75 attendees). Very positive feedback from audience -- Ms. Perry said they were amazing and would love to see them again. The program was sponsored by The Westwood Cultural Council, with support from the Westwood Women's Club and the Friends of the Library.

Islington Center Redevelopment Update Discussion:

The Trustees continue to discuss ideas and opportunities for the Islington Branch, and Trustee attendance at Planning Board Meetings will continue.

FY17 and FY18 Budget Updates:

Ms. Perry said that the budget is on track.

Planning for The Library's 5th Birthday/Library Trustees responsibilities/duties/parameters for raising funds:

Ms. Persons let us know that the date for the Library's 5th Birthday is set for September 15, 2018. Sub-committee has been formed to develop outline for Birthday celebration. Sub-committee includes members of the 21st Century Fund, Friends of the Library, and library staff. Focus includes celebration of a milestone (5th Birthday) and thanking the community. Sub-committee is

also brainstorming Ideas for possible fundraising opportunities for 21st Century Fund. Follow-up scheduled for April meeting of Trustees.

Review High Volume Attendance in Library: The behavior of teens in the Library is an ongoing concern. Ms. Perry has been in touch with other libraries in the area and many are dealing similar issues. Ms. Perry has invited Nadja Reilly to come and speak to the Westwood staff and has also invited staff from a few local libraries: Millis, Norwood, Medway, and Medfield. Ms. Reilly is the Associate Director of the Freedman Center for Child and Friendly Development. She will facilitate a discussion of the social/emotional development of teens.

Visit to Weston Public Library: The visit was postponed due to the weather and will take place on Wednesday April 11th.

Homebound Delivery Service: Discussed during Director's Report. The Trustees voted to approve Homebound Delivery Policy. Mr. Fitzgerald asked for a motion and a motion was made/seconded (Masi-Phelps/VonEuw. All voted in favor.

Approval of Acceptances and Expenditures: Acceptances & Expenditures:
Mr. Fitzgerald asked for a motion and a motion was made/seconded (VonEuw/Persons) all were in favor.

New Business: Ethics Training is required annually for all town employees and board members. Ms. Perry will send out the link to all Trustees.

Next Meeting: April 9, 2018

Handouts: Agenda, Minutes 2/12/2018, Monthly Stats February 2018, Director's Report, 2015 Trusty Trustee Pocket Guide, Islington Branch Library Snapshot February 2018, Islington Library Plans 2/14/18, Letter to Meals on Wheels Drivers 3/2018, Homebound Service Policy 2018, Homebound Service Enrollment Form, Departmental Expenditure Report, Open Meeting Law Guide, Open Meeting Posting Requirements

Adjournment: At 9:13pm a motion was made/seconded (Masi-Phelps/VonEuw) and approved unanimously.

Respectfully Submitted:
Jessica Cole