

Westwood Board of Library Trustees
December 5, 2016 Minutes

Venue: Westwood Public Library: Islington Branch

Time: 7:30pm- No recording devices

In Attendance: Trustees: Amy Rands, Mary Masi-Phelps, Mary Beth Persons, Wendy Thornton, Paul Fitzgerald and Jessica Cole
Library Staff: Tricia Perry

Minutes: Minutes from the November 7, 2016 meeting were accepted as amended.

21st Century Corp.- Update: Fundraising ideas were presented by Trustee members.

Director's Report: The library won the town gingerbread house contest! The family program this month will be creating keepsake holiday ornaments. Beginning in January, patrons will have in-library access to Ancestry.com. Stephanie Anderson from the Darien Library (CT) will be facilitating a reader's advisory workshop for all library staff on 12/15/16. Jimmy McCarthy (head of town buildings) met with an outside contractor regarding shoveling the libraries' sidewalks.

FY18 Budget Request: Tricia met with Pam Dukeman (Finance Director) to discuss Library's preliminary FY18 budget submittal. The Library Budget will include a request for an additional staff position: a full time professional Young Adult/Teen Librarian.

Islington Center Redevelopment Update: The next meeting is in January 2017, and all task force members will address their vision of Islington Center at that time.

Library Staff Reclassification Update: Joan Courtney Murray (Director of Human Resources for the town of Westwood) and Mary Aicairdi (consultant) will meet on 12/8/16 with the library staff to review comps from surrounding towns. This information will then be presented on 12/13/16 to the town's personnel board to determine whether or not reclassification should be implemented.

Budget: 2016/2017 budget is on target.

Approval of Acceptances and Expenditures: Trustees voted to expend and accept funds as presented.

New Business: None

Next Meeting: Monday January 9th at 7:30pm in the small conference room at the Main Library.

Handouts: Agenda, Minutes from 11/7/16, Departmental Expenditure Report, Trustee Accept and Expend Reports, Director's Report, Memo to Library Trustees, FY18 Budget, Library Doc, Board of Selectmen memo.

Respectfully Submitted,
Wendy Thornton