

Westwood Board of Library Trustees May 8, 2017 Minutes

- Venue: Westwood Public Library
- Time: 7:30pm- no recording devices
- In Attendance: Trustees: Maureen Von Euw, Jessica Cole, Mary Masi-Phelps, Wendy Thornton, Paul Fitzgerald and Mary Beth Persons
Library Staff: Tricia Perry
- Re-Organization of Board: Introduction of new library board member Maureen VonEuw, appointed Paul Fitzgerald as chairman, Jessica Cole as clerk and Maureen Von-Euw as liaison to the Friends of the Westwood Library.
- Minutes: Minutes from the 4/10/17 meeting were accepted as amended.
- Director's Report: Two visiting authors will be speaking at the Library in May and June; The free charging station is up and running in the library lobby; The library is looking into the possibility of providing circulating wi-fi hotspots to library patrons. Staff development efforts continue for library staff with several staff members attending conferences, expos and leadership trainings. The library's strategic plan is now available on the library website.
- Budget Update: FY17 budget is on track
- Staff Update: Two new reference librarians have joined the on call substitute reference librarian pool. The senior library custodian position has been internally posted. On May 18th the Friends of the Westwood Library will be hosting a staff recognition luncheon.
- Quality of Service Results from Town Survey: Reviewed comments from the survey - the library is looking at ways to increase its publicity of events, enable online booking for community rooms and looking into acquiring a color printer.
- Approval and Acceptances and Expenditures: Trustees voted to expend and accept funds as presented.
- New Business: Colburn School display update-The Westwood Historical Commission is going in front of the Permanent Building Committee to request funds for the display, update to follow.
Current chairperson, Paul Fitzgerald will reach out to former chairperson, Amy Rands, to discuss Tricia Perry's annual review.
- Next Meeting: Wednesday, June 14, 2017 at 7:30 pm at the Main Library.
- Handouts: Agenda, Minutes from 4/10/17, Departmental Expenditure Report, Trustees Accept and Expend Reports, Monthly Stats Review, Director's Report, New Budget for Colburn School Display, Quality of Service Results.