



Director's Report
Westwood Public Library
6 June 2016

Summer Reading – This summer we will be featuring Summer Reading programs for children, teens and adults. On Your Mark, Get Set, READ is the theme for the children's reading program, and our fabulous Children's Librarians have created suggested summer reading lists for readers from birth through Grade 6. Our Reference/Teen Librarian will be putting together suggestions for books and activities for teens and 'tweens. Information about the Adult Summer Reading Program is attached. I will bring copies of the Children's Suggested Summer Reading List to the meeting.

Thanks to a connection that was made by Mary Beth Persons with Chris Hilton (teacher at Westwood High School), I was able to follow up and work directly with Chris on coordinating materials for the students relating to the High School Summer Reading List. This will enable us to be prepared ahead of time with multiple copies of the various book titles at the Main Library and at the Branch. We are also able to provide access to e-content through Overdrive for many of the titles.

Summer Programming Schedules have been finalized and published – and school visits will begin on Monday, June 6th. Lizzy, Hannah, Jenny, Susie and Karen will visit a total of approximately 65 classes (K-5th grade) in the next several weeks!

Teen Study Nights

The High School PTO and Library staff are finalizing plans for the upcoming study nights. PTO parents and library staff will staff the building for these extended study hour sessions, and PTO is providing refreshments and programming. The only issue that we have encountered during the last two study sessions has been related to the library's wi-fi. Because of the number of mobile devices that the students and patrons utilize concurrently, and with the large number of students participating throughout the evening, our wi-fi capacity is exceeded. When this happens, students and other patrons are not able to access the internet. June Tulikangas has worked with Comcast on defining the problem and finding solutions. At this point, it looks as if upgrading our circuit beyond that which is available free of charge as part of the "No Child Left Behind Program" is the best alternative. We are working with the town's I/T staff to work on possibly finding some funding source and, if that can be done we want to look at implementation ahead of the upcoming Teen Study Nights (June 15, 16 and 20).

Staff – Library staff are working with Joan Courtney Murray, Head of Human Resources on revising current job descriptions as part of the library reclassification effort. The staff have had several meetings with Joan and amongst themselves to discuss the template that is being used, and have made significant progress in creating a first draft for most of the position descriptions.

Friends of the Library – The Friends of the Westwood Library have been working on by-laws revisions this past year, and these new by-laws were adopted by a majority of membership at the Friends Annual Meeting on May 25th. The Spring BookSale Dates are coming up soon – and all are invited to stop by the Library during the Friends Booksale – June 9th, 10th and 11th to support this major fundraising effort. Funds raised by the Friends are used to support library services and programs -- author visits, summer reading, museum passes and much more.

Landscaping – Tom Bean and his crew did a fabulous job on the library grounds. The center island and all gardens were cleaned and prepped, all of the perimeters were freshly mulched, and the traffic circle now features some lovely perennials and annuals.

Building Issues – Unfortunately, the library continues to have issues with HVAC equipment. There are several leaks in the chiller, and the air conditioning unit in the Main Library was inoperable for several weeks. A technician was on site Thursday and Friday (6/3 and 6/4) and was able to get us back online. Jim McCarthy from the DPW is working with Cox Engineering on identifying issues and working on solutions. Getting this resolved is a high priority –as we move into summer, without the a/c, conditions inside the building are less than ideal – this past week the second floor spaces heated up to about 90 degrees during the day.

A huge thank you to Jim McCarthy and Harry Mikitarian who were able to find several large industrial fans for us to use while the A/C is down. These made a tremendous difference. The hope is that the chiller repairs will be completed sometime the next 2-3 weeks, with temporary work having been done this week to hold us until parts arrive.

A sincere thanks to all of the patrons and staff for their continued grace under less than ideal conditions.

Tom Philbin continues to press ahead on completion of the lighting issues and hopes to have all items resolved in the next two months. The Stairway spot and LED lights will be handled through Jim McCarthy and the town's electrician. The outside parking lights will also be handled by Jim and company. The 2x2 lights are waiting the approval from Eversource. We have identified the fixture and Greg Fenning will supervise the installation. The non-working lights in the YA Room will be addressed by the electricians who were here during the Encelium installation (Ram Electric).

Tom is also working with us on adding one additional "scene" to the lighting controller that would allow us to turn off all of the building lights on the second floor and leave only the gallery and entry, community room and conference room lit when there is an "after hours" event.