

Library Director's Report December 13, 2011 – January 3, 2012

FY 2013 Budget

I have received several follow-up questions from the Town Finance Department on our FY 2013 budget request, but any substantial discussion will begin in February.

Meeting Room Policies

A committee of library staff will begin work on revising our current meeting room policies for the new library. We will have five rooms that the public will be able to use: main meeting room, conference room, children's program room, and two small study rooms. We will use our existing policies and those of other Massachusetts libraries as a guide. I expect heavy use of these rooms and, as with our current policy, library activities will take priority over any outside use. Once we have an acceptable draft version, it will be brought to the Board for review.

New Fine Rates

The new fine rates have been publicized and will take effect on January 3, 2012. There has been little comment on the changes thus far.

Holiday Schedule

I have included a draft of the 2012 holiday closing schedule for the Board to review. We will need to ask for Town guidance about Veteran's Day, which falls on a Sunday with the State holiday on Monday the 12th.

21st Century Board of Directors

The Directors of the Westwood Library 21st Century Fund will join us for our meeting on January 9 at 7:30pm.

Graphic Novels

Interest in graphic novels (formerly comics or illustrated books) has been growing and the Library has collections of these books in the Children's and Young Adult departments. Because of the mature themes in some of these titles and their growing popularity among adults, the staff and I will discuss giving this genre a separate section in the adult collection.

New Library Project Update

Malster Property Work

Work on the Malster property to improve the drain line that runs to Gay Street was completed in December. Town DPW officials were on-site to inspect the work of our contractor, TLT.

Permanent Building Committee

The Permanent Building Committee will meet on January 18. At the December meeting the PBC approved our proposal to have architects Finegold, Alexander prepare a study on adding parking on the portion of the property where the Colburn School now sits

Construction Update

The masonry sub-contractors have made good progress with the exterior brick-work. Mechanical, electrical, and plumbing work continues on the second floor. The main stair case is due to be installed shortly. Windows should arrive on site soon. The Land Use Committee will next meet on January 11.

Interiors Committee

Public bids for the new library furniture and furnishings are due on January 18. Some of the items, significantly shelving, will be purchased from the state bid list, and will not be subject to competitive bids.

Appleseed's Property

The prospective owner of Appleseed's told me that he has no immediate plans to either renovate the existing building or move tenants in. As long as the Town signs a liability waiver, he will let us continue the current parking arrangement.

McDonald's Property

Two representatives from DTI and I met with Bruce and Barbara McDonald to discuss screening on the north side of the library where it abuts their property. We also reviewed the added parking that would abut the rear of their property line

Respectfully submitted,

Thomas Viti, Library Director