

Library Director Report October 9 – October 30, 2013

Scheduled State Meetings at Library

The Massachusetts Board of Library Commissioners (MBLC) will hold their monthly public meeting at our library on Thursday, November 7 beginning at 10:00am. I will give tours to anyone interested after the meeting.

We will host the Mass Library Association's Legislative Breakfast on Friday, January 31 (snow date February 7). This annual event is held at libraries in different regions throughout the state. Library Trustees and Directors will meet with local legislators to lobby for support for the MBLC's legislative agenda. As an MBLC building construction grant recipient this is a perfect time to talk about the benefits of the state funded program.

Current Library Trustee Vacancy

These are the upcoming meetings that will be held to fill the current Trustee vacancy:

A Trustee Sub-committee will meet at 5:00pm on Wednesday, October 30 to interview the three residents who have declared their interest in the position. The Library Trustees will meet at 7:00pm on Monday November 4 to hear the results of the interviews. The Board of Library Trustees will then meet in joint session with the Board of Selectmen at 7:30pm to discuss a Trustee appointment until the May 2014 election. All meetings will take place at the Main Library.

21st Century Board Meeting

The Board of the Library Corporation will meet in joint session with the Trustees on Monday November 4 following the Trustees meeting with the Board of Selectmen. I attended a meeting with Mary Feeley, Mary Beth Persons, Town Finance Director Pam Dukeman, and Town Accountant Mary O'Leary on October 22 to discuss the Library Corporation's contributions to the building project.

Meeting with Friends of the Library

I met with FOL President Diane Parazin and Treasurer Holly Joe to review the Friends current financial situation. We decided to establish a budget for Library program funding from the FOL. The FOL may also want to alter the dates for their remaining pledge payment 21st Century Fund.

Sex Offender Notification

We have received notice from the Police Department that a Level Three Sex Offender is living in Westwood. Following our policy, the official notice is available for public review at the 2nd floor Information Desk. A statement about notices is posted in the front lobby.

Staff Meeting

An all-staff meeting was held on October 24. Topics discussed included the Trustee vacancy; Main Library emergency procedures; RFID operations; Colburn update; Sex Offender notice.

The Library Staff Association met as well and elected Karen Cagan and Liz Keefe as the new association representatives. The Staff Association had decided not to send a member to each Library Trustee meeting. I will continue to provide the Staff Association with all documents presented to and discussed at Board meetings.

Library Project Update

Plans are in progress to re-use the former front lawn sign at the new library. The sign would be illuminated. A support post system needs to be designed and submitted with a permit request to the Building Inspector. Griffin Electric has agreed to a one year extension of their maintenance agreement to make sure we are satisfied with the lighting system. The Town Planner informed me that some of the outside light fixtures exceed the allowable amount of light; we will check to make sure the shields are in place. New signs have been installed around the traffic circle to direct motorists in the proper direction.

A number of sub-contractors have petitioned the Town for direct payment due to problems with receiving payment from TLT. This issue is being handled by Counsel for the Permanent Building Committee. It appears that TLT is no longer eligible to bid on public construction jobs in Massachusetts.

Respectfully submitted,

Thomas Viti, Library Director