

Board of Library Trustees Minutes - May 12, 2014

Westwood Library

No recording devices

In attendance: Tom Viti, Karen Coffey, Mary Masi-Phelps, Mary Beth Persons, Amelia Rands, Richard Wade, Jane Wiggin

1. Minutes - April 14, 2014 minutes accepted

Meeting opened at 7:45 P.M. The election of officers was held. Jane Wiggin will serve as Chairman, Karen Coffey as Secretary and Amy Rands as Representative to the Friends of the Library. Mary Masi-Phelps moved and Richard Wade seconded to accept the slate of Trustees.

- 2.. Library Director's Report:

Library Project Update

The Permanent Building Committee had an independent architect issue a report on the project, which was sent to the construction company, TLT, but there has been no response. The PBC has decided not to make any more payments to the construction company until it sees how the work was done on the project. There is still a problem with the lighting on the project. The original lighting company went bankrupt in 2013.

The landscape company, YardWorks, needs to do more work on the project. There is an issue with the paving on the project due to the subcontractor used by YardWorks.

There is a separate project manager for the replacement of the ceiling tiles in the library.

An application was submitted to the US Energy Council to apply for LEED certification for the project. The Council wants more information about the project, which would come from the contractor but it is out of business. The Library would receive \$185,000 if it receives certification.

Library Director Search Process

Mary Beth Persons and Tom Viti met with Mary Beth Bernard to discuss the search process for the new Library Director. A committee will be formed. There was discussion of Bernard doing phone interviews with all the candidates after going through the applications. The interviews would be done in August and early September. In June the trustees would meet with Bernard to do a visionary session.

New Business

The Westwood Department of Public Works has made repairs to the roof and bathroom of the Islington Branch Library. The hot water heater was replaced.

The Board voted to accept and expend funds.

Motion to adjourn at 9 P.M.

Respectfully submitted,

Karen Coffey

Handouts: Trustees Agenda, Minutes of the April Library Trustees Meeting, Library Director's Report, Board of Trustees 2014-2015 Schedule, Library Circulation Report, and Departmental Expenditure Report.