

Westwood Public Library-Trustee Meeting Minutes
January 9, 2012
Meeting at the Islington Branch Library

Present: Karen Coffey, Eric Gutterson, Mary Feeley, Chair Dan Lehan, Mary Beth Persons, Jane Wiggin, Director Tom Viti
WPL 21st Century Fund Directors: Don Friedl, Alan McDonald
Staff Representative: Josie McCusker

There were no recording devices being used. The minutes of the December 12, 2011 meeting were unanimously approved.

Director's Report Highlights

Project Update

Tom Viti is working with the audio visual engineers to plan the project. There will be a large projection screen with a projector and controls in the meeting room, as well as large screen televisions in both the Conference room and the Children's program room. These items were funded by the new project budget and they are critical to the use of the new rooms. These items were needed immediately to keep the project moving ahead. Tom asked that the Trustees request funding not to exceed \$28,000 for Sound and Projection Equipment to be financed by the 21st Century Fund. The motion was unanimously approved.

Funding for appliances was not in the original new library budget. Discussion occurred concerning the need and the cost comparisons of appliances for both the staff room and public meeting room. It was determined that two refrigerators, two microwaves and two dishwashers were necessary for the space, as well miscellaneous kitchen supplies. A motion was made and unanimously approved to purchase the previously mentioned appliances and miscellaneous kitchen supplies with a not to exceed figure of \$5,000 from the 21st Century Fund.

The drain line to improve drainage on the neighbor's property was completed. The masonry is coming along. Windows are scheduled to arrive and be installed. The plantings between the new library and the McDonald property will be installed on Library property eventually and consist of 12 foot plantings. The neighbors would contract for the fencing work and the Library will pay to have the work done.

FY 2013 Library Budget Request

No substantial budget discussions will occur until February.

2012 Library Schedule

A motion was unanimously approved to accept the Holiday schedule as drafted.

Other Business

Westwood Public Library 21st Century Fund Directors were in attendance also. They made a motion and approved unanimously to fund Sound and Projection Equipment and Appliances for WPL Library.

Documents distributed at the Meeting in accordance with Open Meeting Laws:

Trustee Minutes from the 12/12/11 meeting.

Library Director's report 12/13/11-1/3/12

December Statistical report

Summary sheet-grants and gifts approval

Westwood Public Library 2012 Holiday Schedule

The Board voted to approve monies expended and accept monies received.

The meeting was adjourned at 8:50 PM.