

Board of Library Trustees Minutes - May 13, 2013

Senior Center

No recording devices

In attendance: Tom Viti, Karen Coffey, Mary Feeley, Dan Lehan, Mary Beth Persons, Jane Wiggin

Guest: Carol Devlin

1. Minutes - April 8 minutes accepted
2. Mary Beth Persons elected chair of the Library Trustees
3. Karen Coffey elected Secretary.
4. Library Director's Report:

Personnel

- Hannah Gavalis has been selected as the new Children's Librarian. The Head of Children's Services, Lizzy McGovern, and Tom Viti conducted a comprehensive search and are very pleased with the results. Ms. Gavalis received her MLS from Simmons and most recently worked at the Lincoln and Reading Public Libraries. She will start on May 6 and will be able to participate in classroom visits prior to the summer reading program.
- Library Assistant Josie McCusker has retired. This part-time position will be posted shortly. Interviews for the week-end custodian position will start the week of May 13.

Westwood Historical Society

- A number of items from the Library collection have been transferred to the Westwood Historical Society under a special agreement written by Town Counsel. WHS received bound volumes of the Westwood Press from the 1950's. The Library also gave WHS custody of the Ernest Baker Westwood slide collection. These approximately fifty glass slides from the nineteenth century show Westwood landmarks and buildings. Under the agreement, the Library retains ownership and any future use is allowed only with the Library's permission.

Library Project Update

Permanent Building Committee

- PBC will next meet on Wednesday, May 15. Project manager
- John Sayre-Scibona from DTI will discuss recent developments concerning the general contractor and progress on phase two of the project.
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Project Update

John Sayre-Scibona has assumed clerk of the Works duties for the project. Representatives from Griffin Electric and and Reflex Lighting met with the project team to discuss the building's lighting system.

Start-up of the air conditioning system has been delayed while problems are addressed.

The Town DPW is helping to remove the storage trailer that contains extra library materials to a location behind the Police station. There isn't sufficient space to store them in the library. YardWorks has begun exterior grading and reviewed work along the property lines with the two abutters.

The new library should open mid to late June. The grand opening should be on September 15, 2013. The final payment of \$400,000 has been requested from the Massachusetts Board of Library Commissioners. It represents the last 10% of the state monies. The Library is moving forward on silver LEED certification.

Colburn School

The Colburn School was successfully moved to its new foundation. Work on the school is on-going. The former resting place of the school has been cleaned up. The Colburn school should open in October.

New Business

The Trustees votes to expend funds.

The *Hometown Weekly* will do a report on the opening of the Library.

Motion to adjourn at 9:30 PM.

Handouts: Library Director's Report, Trustees Agenda,
Minutes of the April Library Trustees Meeting, Department
Expenditures, Department Reports.