

Westwood Public Library
Trustees Minutes of October 9, 2012
Islington Public Library

In attendance: Tom Viti, Jane Wiggin, Eric Gutterson, Dan Lehan, Karen Coffey, Mary Feeley, Mary Beth Persons
Guest: Ann Thomas
No recording devices

Minutes – September 10, 2012 meeting accepted as submitted.

Director's Report: Westwood Day was a great success. Friends mailing went out last week. Other items were accepted as submitted in the written report.

Quarterly Department Reports: Weeding continues, Branch library is happy to have new visitors. Reports stand as submitted.

Library Building Project Update: PBC meets tomorrow night, meetings have been smoother. Plans for the closing of the old main library are finalized. Patrons are being notified of the plans, and it is being advertised. Surplus furniture will be moved soon, carpet is being installed. The official moving date is October 29th. On line reservations will have a notification that requests are in storage until we reopen. Reserved materials will be sent to Islington. The Colburn School move was discussed. Library inspections are on hold due to the absence of the Westwood Building Inspector. Tom is working with the Fire Chief and the temporary building inspector to move things along.

Library Opening Ceremonies: Plans for an outline for the opening ceremonies have begun. There may be two parts, one private to thank major donors and workers, and another ceremony for the public and town officials. The timing depends upon the completion of the library. The grand opening will be very public with tours and publicity. A committee will be put together to make some preliminary plans and cost estimates.

Meeting Room Policy Revisions: To be discussed next month.

Old Business: None

New Business: A family would like to donate a tree to the new library in memory of a Westwood resident. There will be more information forthcoming after Tom meets with the Landscape Architect.

The trustees voted to accept and expend funds as submitted.

Handouts:

Library Director's Report
Department Head Reports
Library Statistics
Trustees Agenda
Minutes of the September Library Trustees Meeting
Department Expenditures
Accept and Expend Sheet

Meeting adjourned at 8:47.

Submitted by Jane Wiggin