

Board of Library Trustees Minutes - August 19, 2013

Westwood Main Library

No recording devices

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

Absent: Dan Lehan, Richard Wade

Guest: Karen Gallagher

1. Minutes - June 10 minutes accepted
2. Library Director's Report:

Project Update

Tom Viti has been appointed to the Municipal Facilities and Services Task Force. The main goal of the Task Force is to study the need for expanded public safety facilities. The group has met once and will meet again on August 28.

The Main Library has LEED requirements for parking. The Westwood Permanent Building Committee met last week. Payments for the new Library are 98% completed. The PBC will meet again on Wednesday, September 11.

The Department of Public Works will snowplow the parking lot of the main Library during winter storms.

First Month Open

Tom Viti said that he and the Library staff are very pleased with the response of the public during the first month of the Library opening. The door count is up 250% from the same time last year and the circulation is 30% higher for the same period.

The library is waiving the fee for lost library card replacements through the month of August. This will aid the patrons in self-checking their materials. During the first month nearly 3/4 of all checkouts were self-check. Almost 800 library cards have been issued.

Colburn School

There will be a mural display of the Colburn Building in the main Library. Tom is working with the Adams/Ahern sign company. They are looking for better quality pictures for the mural.

New Colburn tenant Peoples Federal Savings Bank has donated \$3,000 for tote bags to the Friends of the Library.

Mary Beth Persons discussed the Library Dedication ceremony to be held on September 15. Speakers include Mass Board of Library Commissioner George Comeau, State Representative Paul McMurtry and Board of Selectman Chair Nancy Hyde. Invitations will go out next week.

Old Business

A plaque dedicated to former Library Trustee Ed Hansen will be made and hung in the main Library.

New Business

It has been determined that repairs are needed to the back stairs of the Islington Library. The DPW will try to make the appropriate repairs. Long term this item is a capital budget request.

Mary Beth Persons moved and Jane Wiggin seconded a motion to adjourn. Meeting was adjourned at 9:45 pm.

Respectfully submitted,

Karen Coffey

Handouts: Trustees Agenda, Minutes of the June Library Trustees Meeting, Library Director's Report, Circulation figures