

**Westwood Board of Library Trustees  
February 10, 2020  
Westwood Public Library, Conference Room  
660 High Street, Westwood, MA 7:00 pm**

Chairperson Paul Fitzgerald called the meeting to order at 7:00 pm  
No recording devices present

- In Attendance: Trustees: Paul Fitzgerald, Chair, Jessica Cole, Mary Masi-Phelps, Wendy Thornton, Maureen Von-Euw, Mary Beth Persons. Library Staff: Tricia Perry, Molly Riportella
- Approval of Minutes: December 11, 2019 Minutes were accepted as presented. A motion was made/seconded to approve the minutes (Persons, Von-Euw). Motion approved with 2 abstaining.
- Minutes for January 6, 2020 were accepted as presented. A motion was made/seconded to approve the minutes (Cole, Masi-Phelps) to approve the minutes. Motion approved with 2 abstaining.
- Director's Report: Accepted as presented. The ever popular Harry Potter Book Night held on 2/6/20 was a great success. The Islington Branch Knitters received a lovely note of thanks from the Home for Little Wanderers for the handmade blankets that were provided by the knitters. The Books in Bloom program was a successful collaboration between the Friends of the Westwood Library and the Westwood Cultural Council. The new museum passes have arrived and are being processed.
- Macmillian Publishing: The Board is exploring the option of taking action (individually or potentially with other member libraries of the Minuteman Library Consortium) in response to the embargo on library eBook titles that Macmillan Publishing initiated beginning November 1, 2019. The Board will include it as an agenda item at the next meeting.
- Staffing Update: There were multiple applications for the position of Adult Services/Reference Librarian. All library staff department heads are participating in the interview process. The staff recognition luncheon will be on April 16th.
- Budget FY20: Director Perry reports that the library is on track for the FY20 budget. The FY21 budget process is underway with a meeting with the members of the Finance Committee Municipal Subcommittee and Town Administration scheduled on February 18th.
- Islington Branch Library- Update: Work is continuing on the Wentworth Hall Project in Islington. Weekly progress and review meetings with the architect, owner's project manager and town staff continue.
- 21st Century Fund Update: There was a reasonable response to the fundraiser letters mailed out last month. The fund continues to explore the option of expanding the board.

Comprehensive Plan Update: Tom Viti would like to meet with the Trustees at the next meeting to talk about the comprehensive plan and any potential changes. An invitation to speak will be extended to Mr. Viti to address the Board at the March meeting.

Approval and Acceptances and Expenditures: Chair Fitzgerald asked for a motion and a motion was made/seconded (Thornton,Cole ). All present were in favor.

New Business: Library staff are working with local individuals and organizations in preparation for planning for a Time Capsule that will be part of the Wentworth Hall renovation/relocation project.

Handouts: Trustee Agenda, Minutes 1/6/20,Minutes 12/11/19, Acceptances and Expenditures, Director's Report, Monthly Stats Review, ALA Midwinter Review, Boycott Analysis, Editorial-Why We Choose to Boycott, FY21 Municipal Budget Book, Macmillan MLA-midwinter, Selector-support Macmillian Econtent, Warrant Articles Presentation, FY21 Overall Budget Summary Book.

Next Meeting: Monday, March 9, 2020 at 7:00pm at the Westwood Public Library.

Adjournment: At 8:20 pm a motion was made/ seconded (Masi-Phelps/Thornton). All present were in favor.

Respectfully Submitted:  
Wendy Thornton