

Westwood Board of Library Trustees
March 9, 2020
Westwood Public Library, Conference Room
660 High Street, Westwood, MA 7:00 pm

Chairperson Paul Fitzgerald called the meeting to order at 7:00pm
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, Lizzy McGovern
Tom Viti: Comprehensive Plan Committee Member
- Approval of Minutes: Minutes were accepted as presented. A motion was made/seconded (Masi-Phelps, Persons) to approve the minutes from February 10, 2020. All present were in favor.
- Comprehensive Plan: Tom Viti gave an update on the Comprehensive Plan Steering Committee's progress and sought feedback on the Community Facilities Sections of the Comprehensive Plan.
- Director's Report: Accepted as presented. Erin McGrady accepted the offer of Adult Services/Reference Librarian and will be joining the staff in the next few weeks. The new server installation is in it's final steps. The library now has four new listening devices for individuals to use during library events or programs. Planning for Summer Reading is underway.
- Staff Development Update PLA Attendees: Molly Riportella and Lizzy McGovern gave an update on the PLA conference they attended in Nashville. They are looking forward to implementing many of the great ideas they heard at the PLA here at the Westwood Library.
- Budget Update: The finance committee is in the process of reviewing the FY21 budget, there is a public hearing scheduled for Monday March 23rd at 7pm in the library community room. The FY20 budget is on track.
- 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. Time Capsule Planning: library staff are working with local individuals and organizations in preparations for planning for the time capsule that will be installed as part of the Wentworth Hall renovation/relocation project.
- 21st Century Fund Update: There was a reasonable response to the fundraiser letters mailed out last month. The fund will reach out to local organizations for continued fundraising.
- Friends of the Library Update: The semi-annual book sale will be held in March. Fundraising continues to go well and the mahjong program has been a great success. The annual meeting will be held on May 14th at 7pm at the library.

Library Annual Report

Tricia will provide a draft at the following trustee meeting.

Macmillan Purchasing-Ebook Content:

The board continues to explore the option of taking action with the consortium in response to MacMillian Publishing's embargo of ebooks.

Approval and Acceptances and Expenditures:

Chair Fitzgerald asked for a motion and a motion was made/seconded (Thornton, VonEuw) . All present were in favor.

New Business:

Pandemic Planning: There is a link on the library website detailing precautions taken, information is also posted on the main doors. The library is disinfected nightly by town maintenance.
Teen Space: The chairs need to be replaced. Chair Fitzgerald asked for a motion to approve state aid for funding and a motion was made/seconded (Masi-Phelps, Persons) .

Handouts:

Trustee Agenda, Minutes 2/10/2020, Acceptances and Expenditures, Director's Report, Monthly Stats Review, Communities Facilities draft, Cover Letter to Library. Westwood Pandemic Planning Manual

Next Meeting:

Monday, April 13, 2020 at 7:30pm at the Westwood Public Library.

Adjournment:

At 8:36pm a motion was made/ seconded (Masi-Phelps, VonEuw). All present were in favor.

Respectfully Submitted:

Wendy Thornton