

**Westwood Board of Library Trustees**  
**June 29, 2020**  
**Remote Video Meeting**  
**Westwood, MA 7:00 pm**

Library Director Tricia Perry called the meeting to order at 7:00 pm  
Video recorded and live streamed through Westwood Media

In Attendance: Trustees: Paul Fitzgerald, Chair, Jessica Cole, Mary Masi-Phelps, Wendy Thornton, Maureen Von-Euw.  
Library Staff: Tricia Perry; Town Administrator: Chris Coleman  
Westwood Media: Connor Lynch

Approval of Minutes: Minutes were accepted as presented. A motion was made/seconded (Von Euw/ Masi-Phelps ) to approve the minutes from May 11, 2020. All present were in favor.

Election of Officers and reorganization of Board: A motion was made/ seconded ( Masi-Phelps/Thornton ) to nominate Paul Fitzgerald as Chairperson. All present were in favor (P. Fitzgerald abstained). A motion was made/seconded (Masi-Phelps/Von-Euw) to nominate Wendy Thornton as clerk. All present were in favor (W. Thornton abstained).

Director's Report: Accepted as presented. The entire library staff has continued to work hard to provide remote content to the community, including virtual book groups, story times and YouTube videos. The custodial staff continues to keep the facility cleaned and sanitized. SummerReading 2020 is off to a fast start with the "Summer Reading Champion" signs already popping up on lawns.

Final Draft Community Facilities: The Comprehensive Plan has been developed and is moving forward. A motion was made/seconded (Thornton/Cole) for the board to provide a letter of recommendation for the Comprehensive Plan.

Phased Reopening of Library Facilities: Chris Coleman discussed the phased re-opening of the library. Curbside pick-up will begin on 6/29.

Islington Branch Library- Update: Work is continuing on the Wentworth Hall Project in Islington. Weekly remote progress and review meetings with the architect, owner's project manager and town staff continue.

21<sup>st</sup> Century Fund Update: The Fund is looking at potentially expanding the board which will be discussed once the meetings are able to happen in person.

Approval and  
Acceptances and  
Expenditures:

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

New Business:

A motion was made/seconded (Cole/Von-Euw) for setting up Director Perry's annual review.

Handouts:

Trustee Agenda, Minutes 5/11/2020, Acceptance and Expenditures, Director's Report June, Monthly Stats Review, Trustee calendar 2020/2021.

Next Meeting:

Monday, September 14, 2020 at 7:00pm TBD remotely or at the Westwood Public Library

Adjournment:

At 7:56 pm a motion was made/ seconded (Cole/Thornton). All present were in favor.

Respectfully Submitted:

Wendy Thornton