

**Westwood Board of Library Trustees**

**October 19, 2020**

**Remote Video Meeting**

**Westwood, MA 7:00 pm**

Chairman Paul Fitzgerald called the meeting to order at 7:07 pm

Video recorded and streamed through Westwood Media

In Attendance:

Trustees: Paul Fitzgerald, Chair, Jessica Cole, Mary Masi-Phelps, Wendy Thornton, Maureen Von-Euw, Marybeth Persons

Library Staff: Tricia Perry, Karen Gallagher. Three members of the public also participated in the Zoom meeting.

Approval of Minutes:

Minutes were accepted as amended. A motion was made/seconded (Persons, Masi-Phelps) to approve the minutes as amended from September 14, 2020. Trustees Cole and Thornton abstained from the vote, all others present were in favor.

Director's Report:

Accepted as presented. Curbside pickup continues to be very popular with the community, with the circulation staff fulfilling approximately 300-350 holds per week. Homebound delivery continues to be an important part of the community outreach, with the "books and Bite" program growing in popularity. The Youth Services staff are working on two new reading challenges and initiatives. The Teen and Adult librarians are developing a new reading program for all ages called Read/Woke. A virtual "art gallery" is available to be viewed on the library's website.

Poet Laureate Discussion:

The town was approached by a community member to consider having a Poet Laureate. The Board supports the idea and would ask the town to pursue this opportunity.

Phased Re-opening of Municipal Facilities:

After the success of the curbside pick-up phase, the Library has begun to expand reopening phases to include limited express browsing by appointment. This will begin in October. Tricia and Chris Coleman (Town Administrator) will work on the next steps for a broader reopening.

Islington Branch Library- Update:

Work is continuing on the Wentworth Hall Project in Islington. Tower Construction is the successful bidder for the GC contract. Site work will begin in October.

21st Century Fund Update: Trustee Masi-Phelps reported that Eric Gutterson has stepped down and welcomed Brian Mulvey as a new board member to the Fund. The Fund is doing well and is exploring fundraising options.

Friends of the Westwood Library Update: Annual meeting to be held on 10/20/2020

Budget FY21: Tricia reported that the FY21 budget is on track and that the capital requests have been submitted to Pam Dukeman

Staffing Update: Molly Riportella, Head of Adult Services, will be leaving Westwood Library for a new position of Assistant Director at the Walpole Public Library. Molly will be missed but we wish her the best of luck. The position of Head of Adult Services has been posted.

Library Holiday Schedule: Deferred to the November board meeting.

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

New Business: Noted that ***“Live Chat with a Librarian”*** feature is now available on the library website.

Handouts: Trustee Agenda, Minutes 9/14/2020, Acceptance and Expenditures, Director’s Report, Monthly Stats Review, Poet Laureate Fact Sheet

Next Meeting: Monday, November 9 , 2020 at 7:00pm remotely via Zoom

Adjournment: At 7:55 pm a motion was made/ seconded (Persons/Cole). All present were in favor.

Respectfully Submitted: Wendy Thornton