

Westwood Board of Library Trustees
February 8, 2021
Remote Video Meeting
Westwood, MA 7:00 pm

Chairman Paul Fitzgerald called the meeting to order at 7:00pm
Video recorded via Westwood Media

- In Attendance: Trustees: Paul Fitzgerald, Chair, Jessica Cole, Mary Masi-Phelps, Wendy Thornton, Maureen VonEuw, Mary Beth Persons
Library Staff: Tricia Perry, Lizzy McGovern
- Approval of Minutes: Minutes were accepted as presented. A motion was made/seconded (Persons/VonEuw) to approve the minutes as presented from January 25, 2021. All present were in favor.
- Director's Report: Accepted as presented. Express Browsing by Appointments continues to go strong and allows for full access to the Children's Room, as well as limited browsing collections for teens and adults in the Gallery. These appointments are well received. Tax forms are available for curbside pickup when the library is open. Several great book clubs will be happening in March and April as well as the Westwood Historical Society will be hosting a speaker on A Legacy of Colonialism via Literature from Those in Exile. The FY22 budget process is underway, and the FY22 Municipal Budget Book will be presented to the Finance Committee on 2/9/21.
- Covid-19 Update and Phased Re-opening of Municipal Facilities: The town will follow Governor Baker's recommendation to move to Phase 3 step 2 with an occupancy level of 40% once the Town Covid-19 level moves from red to yellow. The next phase for re-opening of the library will include 4 hour reservations for the second floor for study periods for individual study only (no group study options).
- Islington Branch Library- Update: Weekly meetings continue with the architect, project manager, Town Administration and Tower Construction. Construction is well under way. As discussed at the January 25th meeting of the Trustees, Tricia has reached out to Tucker Library Interiors to set a meeting to discuss stacks and layouts in specific detail.
- 21St Century Fund Update: No update to date. The Fund has not met since the last Trustee meeting.

Friends of the
Westwood Library
update:

No update to date. Next meeting is in March.

Staffing Update:

The Library Director job was posted on 2/1/21 with many applicants so far. A search committee will be established to meet with the applicants. This committee will include some Trustees, library staff and community members.

The Head of Adult Services position was re-posted which resulted in several highly qualified applicants. Final interviews are currently being set up. The position of Reference Librarian remains open and is in the initial stages of preliminary interviews.

Annual Report Town of
Westwood:

A year in review of the Westwood Public Library during 2020

Approval and
Acceptances and
Expenditures:

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

New Business:

Chairman Fitzgerald and the Trustees all thanked Tricia Perry for her time as the Library Director and her dedication to the Library, the staff and the patrons. She will be missed.

Handouts:

Trustee Agenda, Minutes 1/25/21, Acceptance and Expenditures, Director's Report, Monthly Stats Review, Dept Expenditure Report, Covid town reopening update, Annual Report, F22 budget

Next Meeting:

Monday, March 8 , 2021 at 7:00pm (remotely via Zoom)

Adjournment:

At 7:54 pm a motion was made/ seconded (Persons/Masi-Phelps). All present were in favor.

Respectfully Submitted:

Wendy Thornton