

Westwood Board of Library Trustees
April 12, 2021
Remote Video Meeting
Westwood, MA 7:00 pm

Chairman Paul Fitzgerald called the meeting to order at 7:00 pm
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: Lizzy McGovern, Karen Gallagher, Abby Walsh
Joan Courtney Murray
- Approval of Minutes: Minutes were accepted as presented. A motion was made/seconded (Von Euw/Masi-Phelps) to approve the minutes as presented from March 8, 2021. All present were in favor.
- Director's Report: Accepted as presented. The library continues to assess the COVID 19 numbers and with direction from the town and board of health the library is making steps in our reopening process. Currently the library continues to offer curbside holds pickup and browsing appointments. Individual study seats are now available for reservations on the second floor for up to 3 hours from 10-1 and 2-5 M-F and 11-3 on Saturdays. The technology dept has set up wifi printing so that patrons can easily print from their phones or laptops without having to log on to the public PCs. Bloom Zoom with Suzie was a big success with plans to have quarterly bloom programs for the remainder of the year. Outdoor story time will begin again in May. A grant was applied for with the hopes that STEAM kits will be created and available for check out by the summer. After speaking to April Mazza from MLS regarding the Strategic Plan, she advised that the library hold off until they have filled the Library Director position. The budget is on track for FY21. The FY22 budget has been presented and discussed to two Fincom meetings in March. The budget will be voted on at town meetings on May 3rd.
- Covid-19 Update and Phased Re-opening of Municipal Facilities: The library is holding steady on it's reopening plan in accordance with the state and town's plan. Once the second floor is fully staffed the library will look at expanding the in person study appointments.
- 21st Century Fund Update: No update to date. The Fund has not met since the last Trustee meeting.

Friends of the
Westwood Library
update:

The Friends have not met since the last trustee meeting. The annual FOL meeting will be held on 5/19/21.

Library Director Search:

The first round of interviews were completed, the second round will be on 4/20/21. The interviewing committee was expanded to include key members of the community.

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:

Lizzie discussed the idea of exploring the option on purchasing an unused pump truck from the fire station and turning it into a mobile book truck. She will gather more information on this idea. The board thanked trustee Thornton for her 6 years of service

Handouts:

Trustee Agenda, Minutes 3/8/21, Acceptance and Expenditures, Assist Director's Report, Monthly Stats Review, Dept Expenditure Report

Next Meeting:

Monday, May 10, 2021 at 7:00pm (remotely via Zoom)

Adjournment:

At 7:47 pm a motion was made/ seconded (VonEuw/ Cole). All present were in favor.

Respectfully Submitted:

Wendy Thornton