

Westwood Board of Library Trustees
Monday April 11, 2022
Remote Video Meeting
Westwood, MA 7:00pm

Chairman Fitzgerald called the meeting to order at approximately 7:02pm.
The remote meeting was video recorded and will be posted on Westwood Media Center's YouTube Channel. https://www.youtube.com/results?search_query=westwood+media+center.

In Attendance via Remote Participation:

Library Trustees: Paul Fitzgerald, Mary Beth Persons, Mary Masi-Phelps, Jessica Cole, Maureen VonEuw & Maria Ryan.

Library Staff: Elizabeth McGovern

Approval of Minutes:

A motion was made/seconded (Masi-Phelps/VonEuw) to accept the minutes from March 14, 2022 as presented, The Library Trustees voted in favor (5-0) via roll call vote.

Director's Report:

Ms.McGovern was present to discuss the Director's Report. She stated that the library is getting busier and that the budget is on track.

The Director's Report was accepted as presented.

Comments:

How are the Early Release Days? *Ms. McGovern: They have been busy, but have no behavioral issues. On Wednesdays and Fridays we walk around with reminders.*

No issues or complaints? *Ms. McGovern: No.*

Middle School parents are grateful that their kids have a safe place to go to.

Islington Branch Library:

Ms. McGovern stated that the Branch has been busy especially on Mondays which is the day that was added to the new Branch hours. There are other activities in the building and it has added to the traffic in the library.

Strategic Plan-Update:

Ms. McGovern did a lot of planning for the survey. When she met with the Comprehensive Plan Group she was looking to get 1000 survey replies. She is currently at 988 replies. Ms. McGovern sent it to Emily Parks and is hoping that it will send it out to the schools in Town via the Principals.

Ms. McGovern is also looking for new residents to do a Focus Group, via Zoom on Wednesday.

Comments:

The Survey questions are clever.

Outstanding response.

Policy Approval: Naming Policy:

This came about because of the Strategic Plan. Ms. McGovern is hearing from the Friends of the Library that they want to reach out. The Trustees will invite the Friends of the Library to one of our meetings. It is important to have the Friends of the Library review the Naming Policy.

Action Taken:

Upon a motion made by Ms. Persons and seconded by Ms. Masi-Phelps, the Library Trustees voted in favor (6-0) to forward the Naming Policy to the Friends of the Library.

Friends of the Westwood Public Library Update:

Ms. VonEuw was present and stated that the Friends of the Library will have their Annual Meeting on Thursday May 5th with a local author, Charles Goodman.

Comments:

There was a discussion about sponsors for Museum Passes.
We need to discuss the overall goals of the Library with the Friends of the Library.
Extend an invite to the Friends of the Library to come to our meeting in May.

21st Century Fund Update: (Mary Masi-Phelps)

Ms. Masi-Phelps stated that there is a meeting next week. The 21st Century Fund met with a Library Consultant who works with Friends of the Library and Funds.

Approval of Acceptances and Expenditures:

Mr. Fitzgerald asked for a motion and a motion was made/seconded (Ryan/VonEuw), The Library Trustees voted in favor (6-0) via roll call vote.

New Business:

None.

Public Participation:

None.

Handouts:

Agenda, Minutes 3/14/2022, Library Director's Report, Departmental Expenditure Report, Trustees Accept and Expend Reports, March 2022 Monthly Stats.

Next Meeting:

Monday May 9, 2022 will be our Organizational Meeting and Ms. McGovern will call the meeting to order at 7:00 PM via Zoom.

Adjournment:

At 7:46pm a motion made/seconded (Masi-Phelps/VonEuw) to adjourn, The Library Trustees voted in favor (6-0) via roll call vote.

Respectfully Submitted:

Jessica Cole