



## **Westwood Public Library Update**

### **Charlotte Canelli, Interim Library Director**

### **November 2022**

As I begin to leave Westwood on December 21, I am compiling documents for Lizzy. She stopped into the library on Tuesday, December 7 and we began to debrief during a two-hour meeting. I want to thank you for this opportunity to return to librarianship at the WPL as I return to full retirement December 21.

I continue to work closely with Danielle Sutton. I'll attend the Human Services department heads meeting at Wentworth Hall on December 13 at 11:30 am. In wrapping up responsibilities here in Westwood, I am debriefing Town of Westwood Human Services Director; Molly Kean, Assistant Town Manager and HR Director; Tish Healey, Executive Assistant to the Town Administrator; and Town Clerk, Dottie Powers

I will help to facilitate the Westwood Poet Laureate meeting on Tuesday, December 13. The meetings will now be listed on the Town of Westwood meetings list and will utilize the Town's Zoom.

I attended (remotely) the Friends of the Library meeting on December 5 at 7 pm and presented the requests for funding. A spreadsheet of the requests is attached. The funding was approved. I commended the WPL librarians for presenting such a wonderful array of programming. The Friends are now taking book donations again.

### **Library Services and Programs**

The art display in the Gallery changed over in November (thanks to Karen Gallagher, facilitator in Lizzy's absence.) Photographer Sean Riley is exhibiting currently.

### **Adult Services**

Programming continues to be robust here at WPL. All WPL librarians submitted funding requests to me to present to the Friends of the Library for the Winter and Spring. I am so impressed with the creativity and congeniality all the library staff who offer these wonderful programs. Ted Reinstein will present a *New England Notebook* at 1:00 on Monday, December 12. *Book Buzz – the Cozy Winter Reads Edition* will be held December 14.

Book groups continue at the library and I am thrilled to know the library knows how popular they are for adult readers.

The adult services department has rearranged most of the books on the second floor – a task that began when the library was closed for paving. Special thanks should be given to Andrea Vargas for her hard work.

### **Youth Services**

The youth services staff are busy with story times, book groups and events.

All of the programs are listed in the Youth Services Newsletter and programs continue to be very popular. *Read to a Dog* will be held on Saturday, December 10 at 11 and *Snowy Songs with Sarah Gardner* will be held on December 29.

Middle-schoolers continue to visit after school to participate in the gaming program, to study in the YA room and use the computers. With some exceptions, middle-school behavior has been good as the expectations (and supervision) remain constant. I continue to be amazed at how many high-schoolers study in the library in the late afternoon and evening.

### **Islington Branch**

Along with its Business Center, True Crime Book Club, Sit N Knit and the Technology Help, the Branch remains a popular place. Danielle Sutton will continue meeting with all users of the spaces in Wentworth Hall (Recreation, Youth and Family Services, COA and the Library) to coordinate use of the rooms. Claire will participate in that meeting on December 9.

Claire has prepared a PowerPoint presentation highlighting branch activities and statistics and will present it at the December 12 board meeting.

### **Poet Laureate**

Maria Ryan will report on the committee at the board meeting. The Town is hosting the position statement that includes instructions on applying for the Poet Laureate post in Westwood. The next Poet Laureate meeting is scheduled for December 13. The Selectmen will appoint the final choice of the committee.

### **Facilities**

The building is kept clean and comfortable by the Facilities department. Future projects (sound abatement, etc.) will be handled in the winter with Lizzy at the helm.

### **Staffing**

Matthew Radulski continues to work on the short archival project and is supervised by Abby Walsh, Adult Services Department Head. They met to discuss his progress in November.

During the Board meeting on December, I will ask for approval of the Holidays 2023. The 2023 year follows with the 2016 year and dates are mostly similar with that holiday schedule.

### **Massachusetts Board of Library Commissioners State Aid Application 2022 and Action Plan FY2024**

The State Aid Application submitted on October 4 was approved either at the December 1 meetings of the MBLC. Westwood received certification and the Town will receive the first

installment electronically which will be approximately half of the annual award. The second installment will be released in the spring of 2023. This finally surpasses the 2009 award, after which the recession reduced awards by 30%. The grant award list is included in the packet for the board meeting.

I met with each department head to complete the Action Plan FY24. It followed closely with the library's recently-submitted Strategic Plan, including the plans Goals and Objectives. The Action Plan was submitted on November 29 and approval of the plan was received on November 30, 2022. The Action Plan is required by December 1 of each year for the library to apply for LSTA grants through the MBLC. Abby Walsh submitted a Letter of Intent on December 6, 2022 (the deadline to submit) for a grant. Lizzy will review this Action Plan and discuss it with the trustees when she returns.

### **Minuteman Library Network**

Meetings begin every other month (January, March, May, June) for the rest of FY23.

### **Budget FY24**

All documents for the FY24 budget request were submitted to the Town before the deadline on November 18.

### **21<sup>st</sup> Century Fund**

There will be a meeting at the end of January or in February.

### **Massachusetts Board of Library Commissioners State Aid Application 2022**

The State Aid Application submitted on October 4 was approved at the December 1, 2022 meeting of the MBLC. The first installment is approximately half of the annual award. The second installment will be released in the spring of 2023. This finally surpasses the 2009 award, after which the recession reduced awards by 30%.

**Respectfully Submitted,**

A handwritten signature in cursive script that reads "Charlotte Canelli".

**Charlotte Canelli, Interim Library Director**