

Westwood Board of Library Trustees

May 15, 2023

Main Library

Westwood, MA 7:00 pm

Library Director, Elizabeth McGovern, called the meeting to order at 7:04 pm. No recording devices.

In Attendance :

Library Trustees present: Mary Masi-Phelps, Maureen Von Euw, Maria Ryan, Nancy Donahue, Paul Fitzgerald, Wendy Hickey.

Library Staff: Library Director Elizabeth McGovern

Reorganization of the Board:

A motion was made/seconded (Fitzgerald/Ryan) to elect Trustee Maureen Von Euw as chair. The trustees appointed Wendy Hickey to serve on the 21st Century Fund, replacing Mary Beth Persons.

Approval of Minutes:

A motion was made/seconded to accept the minutes from the April 10, 2023 meeting. The Library Trustees voted unanimously in favor of accepting the minutes, no abstentions.

Director's Report:

The Director's report was accepted as submitted. Highlights:

- Library Services and Programs – Abby Walsh submitted our proposal for the LSTA Archives Arrangement grant worth \$20,000.
- The Adult Services team is working continuously to improve space on the second floor to highlight collections and make space for quiet reading and studying.
- The Children's Department has expanded the Library of Things collection to include a more robust array of Learning Kits.
- In collaboration with Westwood Youth and Family Services, the library has had 17 high school students volunteer on Fridays and early release days to mentor middle school students.
- Wentworth Hall / Islington Branch Library – The Branch Reads team started tagging authors in their posts. In response 17 authors responded/commented on Facebook and 23 on Instagram. It is an effective way to connect with authors.
- Staffing Update – Sean O'Donnell has joined the library as the new Reference/Adult Services Librarian
- Mass Library Association – Many staff members attended this year's conference. Suzie Canale and Caroline Tighe presented their program "The Living Library: It's Alive."
- Poet Laureate – Lynne Viti, the town's Poet Laureate, is in frequent contact with Lizzy McGovern. They have created a page on the library website for poetry events. Lynne is writing a poem for Memorial Day that she will read at the Memorial Day ceremony on May 29. Westwood's first Youth Poet Laureate, Lucie Sechler, was appointed by the Select Board on May 8.
- At its April meeting, the 21st Century Fund approved the Director's \$47,000 grant request to underwrite action items for the strategic plan.

Budget Review:

Director McGovern reviewed capital budget items approved at Town Meeting. The Director is closely watching expenses to manage to budget through the remainder of the FY23 budget year, which ends on June 30.

Friends of Library Update:

The Friends of the Library will be holding their annual book sale on Saturday, June 3 from 10:00 AM until 2:00 PM. The book sale features fiction and non-fiction books for adults, children and teens, art books,

coffee table books, cookbooks and more. All proceeds from the book sale benefit the Friends of the Library.

Acceptances & Expenditures:

Expenditures were approved unanimously as presented (motion made/seconded by trustees). Trustees voted unanimously in favor.

Adjournment:

A motion was made/seconded to adjourn, with Trustees voting unanimously in favor.

Next Meeting:

June 12, 2023, 07:00 PM - in person at the main library

Handouts:

- Agenda
- Minutes of 4/10/2023 Trustee meeting
- Library Director's Report
- Departmental Expenditure Report
- Trustees Accept and Expend Report
- April 2023 Monthly Stats
- WPL Action Plan
- Existing exhibit policy
- Draft of updated exhibit policy

Respectfully Submitted:

Nancy Donahue