



Westwood Public Library Update
Lizzy McGovern, Library Director
November 13th, 2023

Library Updates

- We are excited that soon we will have a Mamava lactation pod available for our public and staff at the Main Library Children's Department. We expect delivery and installation in the next month or so.
- We now have the NY Times cooking app available for patrons to utilize. This is a great feature especially with the popularity of our Cook Book Book Club Reader's Digest.
- Andy Northrup, Assistant Director, has begun to research and create a Request for Proposal for a new website.
- Our Fine Free policy is in effect and we have spread the word to the community through social media, website, and press releases. Patrons have been supportive and appreciative!
- I am planning a staff meeting for the morning of December 1st which means the library will have a delayed opening at 1PM.

Budget

- The library has submitted capital requests for FY25:
 - Patron/end user technology \$20,000 (this is a recurring request we put in each year to maintain library computers and technology)
 - Audio visual technology upgrade in both meeting rooms \$50,000
 - Additional costs for equipping Media Suite/Podcast studio \$100,000
- Operating Budget forms for FY25 have just been sent and we will be working on them in the next month.
- FY24 budget is on track.

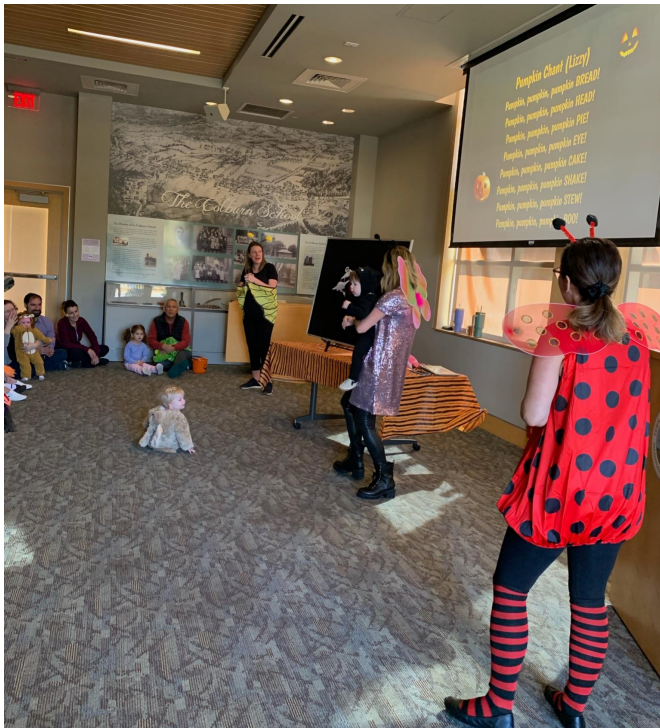
Staffing Update

- I am excited to announce that we have promoted Caroline Tighe as our new Senior Library Assistant for the Circulation/Materials Management Department under Karen Gallagher. Caroline has worked for the library for 10 years and has grown so much over the course of her time here in Westwood, specifically with being trained in Reference, publicity and event flyers, and joining Suzie in her Living Library programs.

- I would also like to introduce and welcome Jade Shockley as our newest Library Assistant in the Circulation/Materials Management Department.
- We have started interviews for our full time 35 hour Adult Services librarian position. Molly Riportella and Andy Northrup are leading the recruitment process for this position.

Youth Services

We had a fun Halloween month in children's with a STEAM themed program all about real bones and skeletons from endemic Massachusetts animals, an adorable preschool storycraft all about witches and a very popular Halloween storytime and parade with over 100 people attending.



Wentworth Hall / Islington Branch Library:

The Islington Branch hosted Wayne Miller to a crowd of 65 last week in the Dukeman room in the lower level of Wentworth Hall. He was in conversation with Sergeant Detective Paul Sicard. He discussed his book *Burn Boston Burn* about the fires started in Boston in the early 80's after several fire stations were closed and police and fire lost jobs after Proposition 2 1/5 was voted in.

We are excited for the return of the Warm Reads Challenge that is supported by Islington Knitters. From November 20th to January 1st if you visit the Islington Branch and recommend a book you will be entered to win weekly drawing for a knitted scarf or hat.

Strategy update

Andy Northrup and I have started to identify some of the initiatives/goals for the Year 2 Action Plan of the Strategic Plan. For year two, we are focusing on continuing to build a culture of access when it comes to the library specifically in terms of technology. How we use it, offer, and how it can deliver

resources to everyone in our community. Creating a new website is the big overarching goal that connects to supporting each of six initiatives:

1. Draw More People in:

- a. New Website
- b. Advertising (externally with Billboards and internally with more digital signage and interactive kiosks)
- c. Poetry programs for families including drawing in more people with a big named Poet/Author.

2. Increase quality of Life:

- a. Improved Wifi access
- b. A focus on sustainability and resiliency including educational programs and initiatives for the community at large

3. Connect People and Ease Divides

- a. Human Library Project
- b. Educational programs, discussion groups, and resources that focus on civics and civic engagement.

4. Expand availability, reach, and impact (physical and digital space)

- a. Launch Westwood's first Bookmobile
- b. Create an outdoor patio space whereas patrons can study, meet, and enjoy outdoor programming
- c. New website

5. Surprise, Delight, and Uplift the Community

- a. Differentiate programming including more unique themes
- b. Develop more personalized services (Readers advisory, tech help, research)
- c. Enhanced customer service training and opportunities

6. Make our organization more efficient and effective

- a. Develop a Communication Plan
- b. Investigate a PA system for the Main Library
- c. Cyber Security training for staff
- d. Continue policy review

Next up in the process, Andy will be meeting with each Department head to develop goals specific to each department and then we will come together to create the final Action plan for 2024. I will be bringing the final Action plan to the board in December for their approval.

Policy Review

Per our last board meeting, Town Counsel has reviewed the following policy updates:

- Acceptable Behavior Policy
- Exhibit Policy
- Programming Policy

Respectfully Submitted,
Lizzy McGovern, Library Director