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Ms. Joan Grady
Mr. James Lemay
Ms. Eileen MacDougall
Mr. Donald Pearson
Mr. Daniel Hall
Mr. Jeff Nussbaum
In Emeritus
Mr. James Banda
Ms. Anne Buzzell

Board of Library Trustees

Board of Library Trustees Minutes Thursday November 21, 2016

Present: Trustees Joan Grady, Jim Lemay, Eileen MacDougall, Jeff Nussbaum, Don Pearson, Dan Hall.

Library Director Christina Stewart, Administrative Assistant Gloria Corcoran

The meeting was called to order at 7:06 pm

A motion was made by Jim Lemay to accept the minutes from October 18, 2016, seconded by Eileen MacDougall. Motion passed (with Dan Hall abstaining)

A motion was made by Don Pearson to accept the October 2016 Financial Report and Statistics, seconded by Jim Lemay. Motion passed

Library Director's Report

Mrs. Stewart answered questions about her written report. Eileen MacDougall inquired about the bilingual storytime. The library held a pilot bilingual storytime on October 21. Assistant Children's Librarian Victoria Waitt and patron Myriam Moser co-led the group, which was attended by 27 people.

Mrs. Stewart informed the Trustees that MVLC Directors voted to purchase Sirsi Dynix a proprietary ILS and will be moving from its current ILS "Evergreen" which is an open source system. The new ILS system is expected to go live in mid May 2017.

Town Manager Jeff Hull provided FY18 budget instructions to Department Heads to November 2nd. The FY18 budget is due Dec. 2. Mrs. Stewart will email the library's FY18 budget the week of November 28. Mrs. Stewart noted that the Town's IT Department will be taking over some of the technology expenditures in FY18. Going forward, the library will receive support and back up for its technology needs.

Valerie Gingrich will present the town's Facilities Plan at the Library Staff meeting on December 9th.

FY18 Action Plan

The FY18 Action Plan was reviewed. Mrs. Stewart requested that the Trustees approve the allocation of up to \$5000 of state aid funds for library programming in FY18. There was discussion regarding whether to request this funding in the FY18 budget. Jeff Nussbaum made

a motion to earmark up to \$5000 for programming needs for the library, seconded by Jim Lemay, motion passed. The Trustees approved the FY18 Action Plan which will be submitted to the Mass Board of Library Commissioners by Dec 1.

Old Business

Eileen MacDougall has been in contact with Julie Broussard at the Middle School to discuss the lack of librarian at the school. She was informed that they are putting a librarian in the new FY18 budget.

Comments:

Eileen MacDougall spoke at the Women's Club meeting. The Women's Club donated \$50 to the library.

Jeff Nussbaum and Don Pearson spoke about their Skill share programs at the library.

Motion to adjourn was made by Joan Grady at 8:45 pm, seconded by Jim Lemay.

The next meeting is Tuesday, November 22 at 7 pm.

Submitted by

Gloria Corcoran

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Administrative Assistant

Distributed at meeting: October's Budget and Statistical Report; Listing of Library Policies