



175 Middlesex Avenue
Wilmington, MA 01887

Phone: 978-658-2967
Fax: 978-658-9699
website: www.wilmlibrary.org

Mr. Daniel Hall
Mr. James Lemay
Ms. Eileen MacDougall
Mr. Jeff Nussbaum
Mr. Donald Pearson
Ms. Kathleen Reynolds
In Emeritus
Ms. Anne Buzzell

Board of Library Trustees

Board of Library Trustees Agenda Tuesday, February 19, 6:30 pm

Present: Trustees Jeffrey Nussbaum, Eileen MacDougall, Daniel Hall, James Lemay, Don Pearson, Library Director Christina Stewart, Administrative Assistant Gloria Corcoran.

Absent: Kathleen Reynolds

The meeting was called to order at 6:35 pm

Minutes, Financial Report and Monthly Statistics

James Lemay made a motion to accept the minutes of January 15, 2019; seconded by Donald Pearson. Motion passed.

Mrs. Stewart noted that the cost to purchase the new table for the Banda Room budgeted in FY19 for \$1700 will cost an additional \$2053. The added cost is due to the decision to purchase a sturdier and better quality table. The digital sign for the Children's Room budgeted for \$1200 will cost an additional \$393. The added cost for both items will be charged to the state aid account.

Mrs. Stewart noted that Town Manager has authorized her to hire a part-time library associate for an average of 10 hours per week. This position will provide for more flexibility in scheduling, especially with being open year round on Saturdays. There is no added cost to the personnel budget for this position since the part-time hours will be reallocated.

Eileen MacDougall made a motion to accept the Financial Report and Statistics of January 2019, seconded by Jim Lemay. Motion passed.

Director's Report

Mrs. Stewart announced that Marketing Librarian Danielle Ward had a baby girl over the weekend. She will be on maternity leave until the end of July and return to work part-time in August and full-time in September.

The landscape architect is in the process of finishing the detail for the outdoor seating area.

The first meeting of the Strategic Planning Committee was held on January 29.

Eileen MacDougall, Don Pearson, and Tina Stewart attended the Legislative Breakfast at the Reading Public Library on February 14.

Old Business

The Town Manager's Budget Recommendations for FY20 included the \$5000 for programming.

The Library Director's meeting with the Finance Committee will be at the library on Thursday, March 7 at 7:30 pm.

Trustees Comments

Dan Hall mentioned that the Current Affairs program is 2/20/19 at 7 pm. It will be part 2 of the intergenerational discussion.

A motion to adjourn was made by Don Pearson and seconded by James Lemay at 7:05 pm.

SOAR Exercise

The Trustees adjourned in order to participate in the strategic planning assessment SOAR exercise with members of the Friends Executive Board.

Next meeting: March 19, 2019, 7 pm

Distributed at meeting: Monthly Statistics, January Budget Report