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

## Board of Library Trustees

### Board of Library Trustees Tuesday, February 18, 2020, 7 pm

Present: Jim Lemay, Eileen MacDougall, Don Pearson, Jeff Nussbaum, Kathleen Reynolds, Dan Hall, Library Director Tina Stewart, Administrative Assistant Gloria Corcoran

The meeting was called to order at 7:00 pm

#### **Minutes, Financial Report and Monthly Statistics**

The minutes of January 21, 2020 were accepted with a motion by Kathleen Reynolds and seconded by Eileen MacDougall.

The January Statistics and Budget Reports were accepted with a motion by Don Pearson and seconded by Dan Hall.

#### **Director's Report**

Mrs. Stewart reviewed her written report. The library is the recipient of a \$2,000 Mass Cultural Council Grant that will be put towards the cost of a Shakespeare performance of *Much Ado About Nothing* by the Brown Box Theater group on Thursday, August 13. The total cost is \$3,000 for the performance. The high school auditorium has been booked in case of rain. The Summer Bash will be Friday, August 14. Fat Belly BBQ food truck and Squeezebox Stompers will be returning plus one or two other food trucks.

The 20 in 2020 Reading Challenge has had great participation. As of February 1, we had 253 people registered and 408 books read.

The library is cosponsoring a Community Health and Wellness Fair on Saturday, March 14, 9 am-12 pm at the Wilmington Knights of Columbus. The event is part of the Healthy Aging Series and is partially funded by grant funds. Assistant Library Director Charlotte Wood is working with Chamber of Commerce Executive Director Nancy Vallee and Elderly Services Director Terri Marciello to secure exhibitors and to ensure the event is well publicized.

Fifty new lightweight meeting room chairs have been ordered. The library received quotes for portable office spaces and for two small study rooms in the non-fiction area. Mrs. Stewart noted that she intends to continue to evaluate the options for the first floor and talk with space planners.

Mrs. Stewart hosted the Community Resources Roundtable Meeting on February 11, with 8 in attendance. She presented the FY21 Library Budget at the Finance Committee meeting on February 13.

Part-time Library Associate Laurie Wierzbicki was promoted to the full-time position of Technical Services Assistant. Library page Britney Chin was promoted to the part-time Library Associate position. Five candidates were interviewed for the position of Assistant Librarian Technology Services. There were 19 applicants. Mrs. Stewart has made a recommendation to the Town Manager. The expected start date is March 16.

All Town employees are required to do online cybersecurity training through short, online training modules.

Charlotte Wood and Mrs. Stewart will be at the Public Library Association Conference February 26 - February 29 in Nashville. Technology Librarian Brad McKenna will be going to the Computers in Libraries Conference March 31 to April 2 in Washington, D.C.

The Friends of the Library Annual Meeting is scheduled for Thursday, March 19 at 7 pm.

Town Counsel has communicated that the arbitrator's ruling regarding the summer Saturday hour's grievance should be announced by March 9.

### **Old Business**

Stairwell Renovation Project Update: Mrs. Stewart noted that the project is moving along slower than anticipated.

### **New Business**

Mrs. Stewart informed the Trustees that the Town Accountant has informed her proceeds from ticket sales for concerts, craft programs, etc need to be deposited in the Town's general fund rather than be put towards subsidizing the cost of the program. Given this directive, the After Hours Concert scheduled for May 15 has been canceled.

### **Trustee Comments**

Eileen MacDougall asked about the Arts Council being relocated to the 4<sup>th</sup> of July Building. Mrs. Stewart noted that the Arts Council is looking for space for the art work. She notified the Chairman of the Arts Council that the library does not have any wall space to display the art work that is at the Arts Council building but could temporarily house some of the paintings in the meeting room exhibit space this summer. Mrs. Stewart was informed that this was not feasible for the Arts Council given the timeline.

Dan Hall noted that he is hosting the Current Affairs Discussion group on Wednesday, February 19.

Kathleen Reynolds noted that she has been participating in the "Read 20 in 20" adult reading program.

Jim Lemay announced that the Boy Scouts will be having a mini golf fundraiser on March 6 and 7 at the Villanova Hall.

Jeff Nussbaum asked about the water leak in the ceiling between the two floors. Mrs. Stewart noted that the leak is being take care of by Public Buildings

Don Pearson cannot make the March meeting.

A motion to adjourn was made by Kathleen Reynolds at 8:20 pm, seconded by Eileen MacDougall.

Next meeting: March 17, 2020

Submitted by,

*Gloria Corcoran*

Gloria Corcoran

Administrative Assistant

Distributed at meeting: January Budget Report and Monthly Statistics