



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. Jeffrey Nussbaum
Mr. Donald Pearson
Ms. Kathleen Reynolds
In Emeritus
Ms. Anne Buzzell

Board of Library Trustees

Board of Library Trustees Tuesday, October 15, 2019, 7 pm

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

The meeting was called to order at 7:01 pm

Minutes, Financial Report and Monthly Statistics

The minutes of September 17, 2019 were accepted with a motion by Jim Lemay and seconded by Dan Hall. Kathleen Reynolds abstained.

Mrs. Stewart reviewed the available trust funds listed in the monthly financial report. The September Statistics and Budget Reports were accepted with a motion by Eileen MacDougall, seconded by Kathleen Reynolds.

Director's Report

Mrs. Stewart reviewed her written report. The Friends Annual Appeal letters are being mailed this week. The focus is on raising funds for environmental programs. The Welcome to Wilmington postcards were mailed to 452 residents.

Technical Services Librarian Lin Harris will be out on medical leave until the end of the year. Adult Services Librarian Kim Blakely who is out on maternity leave will return to work part time in January and full time in February.

Mrs. Stewart informed the Trustees that there are individuals who are visiting public libraries to videotape the space for "first amendment audits." She noted that Town Counsel has advised that the library is a public space and the individual should be allowed to videotape as long as this person is not harassing patrons or staff. Mrs. Stewart will update the library's Patron Behavior Policy and present to Town Counsel for review.

Donation were made to the Friends of the Library in honor of Charlotte Stewart's 90th birthday. The Friends have earmarked these funds to purchase artwork in the Children's Department.

Mrs. Stewart sent a memo to Town Manager Jeff Hull about naming the outdoor seating area in memory of Peggy Kane. This will be presented to the Board of Selectmen.

Old Business

Stairwell Renovation:

Mrs. Stewart met with the project engineer Andy Barr on September 27 to review the timeline for the stairwell renovation project. The project was advertised in the Central Register on October 16. Bids are due October 31. Demolition of the stairwell is expected to be scheduled for December 13 and 14. Given the noise for this phase of the project, the library will need to be closed those two days. The library staff meeting will be held offsite on December 13, followed by a field trip to the new Woburn Library.

Trustee Comments

Jeff Nussbaum asked about the status of the arbitration hearing regarding Saturday hours in the summer. Mrs. Stewart noted that this is scheduled for November 13 at 9:30 am at Town Hall.

Eileen MacDougall noted that the attendance for Great Decisions has been low for the current session.

Kathleen Reynolds indicated that she plans on attending the Welcome to Wilmington Reception.

Jim Lemay noted that that his alma mater Bentley College encourages graduates to include the college in their estate planning. He recommended that the library consider doing something similar.

A motion to adjourn was made by Jim Lemay at 8:00 pm, seconded by Eileen MacDougall.

Next meeting: November 19, 2019

Submitted by,

Gloria Corcoran

Gloria Corcoran

Administrative Assistant

Distributed at meeting: September Budget Report and Monthly Statistics