



Ms. Megan Delehanty  
Coslick  
Mr. Daniel Hall  
Mr. James Lemay  
Ms. Eileen MacDougall  
Mr. Jeffrey Nussbaum  
Mr. Donald Pearson

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## Board of Library Trustees

Board of Library Trustees  
Tuesday, September 27, 2021, 7 pm

Present: Megan Coslick, Daniel Hall, Jim Lemay, Eileen MacDougall, Jeffrey Nussbaum, Donald Pearson (on Zoom), Library Director Tina Stewart, Administrative Assistant Gloria Corcoran.

### **Meeting called to order at 7:05 pm.**

Chairman Dan Hall announced that Don Pearson was participating in the meeting remotely via Zoom followed by a roll call vote of all who were present: Eileen MacDougall, Megan Coslick, Jim Lemay, Jeff Nussbaum, Dan Hall and Don Pearson on Zoom.

### **Approval of Minutes**

A motion was made by Jeff Nussbaum, seconded by Megan Coslick, to accept the minutes of June 15, 2021. Roll Call vote for approval by Megan Coslick, Jim Lemay, Jeff Nussbaum, and Dan Hall with Eileen MacDougall abstaining. Note: Don Pearson's wifi connection was lost at 7:15 for approximately 5 minutes

### **Financial and Statistical Report April 2021**

A motion was made by Eileen MacDougall, seconded by Jim Lemay to accept the Financial Report and Statistical Reports of August 2021. Motion passed with a roll call by Eileen MacDougall, Megan Coslick, Jim Lemay, Jeff Nussbaum, and Dan Hall with Don Pearson abstaining (he did not have a copy of this report).

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

Mrs. Stewart reviewed her written report.

Shakespeare on the Swain Green and Summer Bash in August were well received events. Yard Sale had 57 participants including the Sons of Italy/Band Parents and the Book Store Next Door. The next Yard Sale will be scheduled again in June 2022.

Danielle Masterson joined the staff on August 9 as the new Youth Services Librarian replacing Barbara Raab who retired on August 13. Danielle was introduced to the Board of Library Trustees. Laura Wierzbicki was promoted to the Assistant Librarian Technical Services Assistant on August 30. Sara Rottger was appointed to the position of Assistant Librarian Teen Services effective October 4. Marketing Librarian Ellen Boyle was awarded a scholarship to attend the virtual Marketing Conference in November.

Friends of the Library Jewelry Sale was a success raising approximately \$4,000. Mrs. Stewart acknowledged Joy Lemay and her committee as well as the Lemay family for their work on this fundraiser.

Wilmington resident Carolyn Kenney had a collection of historical photographs which she provided to the library for digitization. Technology Librarian Brad McKenna digitized the photos which are now on the local history page of the library's website.

Assistant Library Director Charlotte Wood and Adult Services Librarian Erin Driscoll will be presenting a podcast about books and reading at WCTV.

The library is offering a library card with the 150<sup>th</sup> Anniversary logo to promote National Library Card sign up month in September.

A redesigned library website was launched to improve usability with an up-to-date look. Megan Coslick noted that the Events Brochure should be more prominent.

Mrs. Stewart submitted a proposal to DPW Superintendent Mike Woods, Assistant Superintendent Jamie Magaldi and Town Manager Jeff Hull to place a story walk at Yentile Recreational Facility. If this is approved, the Friends of the Library will raise funds through the annual appeal.

### **Old Business**

None

### **New Business**

Mrs. Stewart proposed some changes in the circulation policy. Given the decrease in circulation of CDs and DVDs, she recommended to change the limit per card from 10 to none to be consistent with books and audio books. Given the decrease in demand for new DVD titles and to provide added time for the patron to view the movie, she recommend increasing the loan period for Hot DVDs from 2 days to 7 days. Given the demand for Hot Spots and that we have had some problems with having the Hot Spots returned on time, she recommend increasing the late fee per day from \$5 to \$10 with a \$30 maximum instead of a \$10 maximum. Jeff Nussbaum made a motion to approve the updated Circulation Policy, seconded by Megan Coslick. Roll Call vote approval by Eileen MacDougall, Megan Coslick, Jim Lemay, Jeff Nussbaum, Dan Hall and Don Pearson.

Mrs. Stewart proposed some changes in the Tutor Policy to improve clarity and understanding. Eileen MacDougall made a motion to approve the updated Tutor Policy, seconded by Jeff Nussbaum. Roll Call vote approval by Eileen MacDougall, Megan Coslick, Jim Lemay, Jeff Nussbaum, Dan Hall and Don Pearson.

### **Public Comments**

None

### **Trustee Comments**

Eileen MacDougall commented that she has enjoyed the Social Justice book discussion group with Brad McKenna.

Megan Coslick commented that she has enjoyed the summer reading program with her two boys.

Don Pearson talked about a couple of book groups he has enjoyed while in Maine.

A motion to adjourn was made at 8:00 pm by James Lemay, seconded by Eileen MacDougall.  
Roll Call: Eileen MacDougall, Megan Coslick, Jim Lemay, Jeff Nussbaum, Don Pearson, Dan Hall approve.

Submitted by,

*Gloria Corcoran*

Gloria Corcoran

Administrative Assistant

Documents used at the meeting:

September Financial Report

Library Statistics

Library Director's Report