



175 Middlesex Avenue
Wilmington, MA 01887

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

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

Board of Library Trustees

Board of Library Trustees Minutes Tuesday, April 17, 2018, 7 pm

Present: Trustees Jeff Nussbaum, Eileen MacDougall, Don Pearson, Joan Grady, Dan Hall, Jim Lemay; Library Director Tina Stewart, Administrative Assistant Gloria Corcoran.

The meeting was called to order at 7:05 pm.

Minutes and Financial Report

Jim Lemay moved to accept the minutes of March 20, 2018 seconded by Eileen MacDougall, motion passed with abstention from Dan Hall.

The March Financial reports and statistics were accepted with a motion by Joan Grady and second by Don Pearson. Motion passed.

Directors Report

Joan Grady has decided to step down as a library trustee after 20 years of service on the Board. Mrs. Stewart noted that Joan has been a dedicated library advocate and was on the front lines during the campaign for a new library.

Mrs. Stewart informed the Trustees that Town Manager Jeff Hull intends to reappoint Dan Hall to the Board of Library Trustees and appoint Kathleen Reynolds to fill the vacancy. Kathleen has served on the Historical Commission and was Town Curator at the Harnden Tavern a few years ago. Kathleen is an attorney and will bring this expertise in addition to her knowledge of Wilmington's history and her library advocacy to the Board of Library Trustees.

Mrs. Stewart reviewed March program highlights as written in reports from Assistant Library Director Charlotte Wood and Youth Services Librarian Barbara Raab.

Mrs. Stewart informed the Trustees about some upcoming programs including the Farm to Table Dinner on July 13 and the Summer Bash on August 9. She also noted that the Revive Civility Kick Off will be on September 6.

Old Businesses

Mrs. Stewart reported that in reviewing the Collective Bargaining Agreement and checking with Assistant Town Manager Denise Casey, there are no contractual issues that would prevent implementing Saturday hours during the summer months. Given that we are already in the month of April, she noted that it would not be fair to the staff with this short notice to implement Saturday summer hours in 2018. She recommended that staff be given ample advance notice if a decision is made to implement Saturday hours. She also reported that having an additional

part-time employee whose schedule would include primarily Saturday shifts would help with scheduling staff for Saturdays in the summer.

Mrs. Stewart met with a sales representative from Baker and Taylor who offer AXIS 360 to investigate the cost of continuing Axis 360 since it will no longer be offered by the Mass Library System as of July 1, 2018. The model he proposed was that our library would have to purchase individual e book titles. This model would not be cost effective and would only provide a limited number of titles. We explained that what would work best for us is having access to all the AXIS 360 titles with a pay per use model. He is checking to see if this may be a possibility.

Mrs. Stewart informed the Trustees that SirsiDynix has a library app for the online catalog called BookMyne. You can search the catalog, place holds, see your account, etc. It does retain your library card number. We will continue to investigate other apps that are available for libraries where booking museum passes and registering for programs could easily be done on a mobile device. Eileen MacDougall indicated that the BookMyne app did not display well on her Andorid phone. She will follow up with Technology Librarian Brad McKenna.

Mrs. Stewart met with the Town's structural engineer who believes that the addition of a room next to the elevator and a small room where the landing is located at the front stairwell on the second floor is feasible. The cost to do the detailed engineering cost analysis for this project is \$25,000. She recommended that the state aid be used to conduct the study and that the Barbara Johnson bequest of \$350,000 be used for the expansion project. There was discussion on whether the \$350,000 would be enough to complete the project. Eileen MacDougall expressed concern that we may waste \$25,000 without having some idea of the cost of the project. Jeff Nussbaum noted that his company requests a "rough order of magnitude estimate" before engaging a consultant to do a study. Trustees asked Mrs. Stewart to follow up with the structural engineer for an estimate on the cost of adding the two rooms on the second floor.

New Business

Mrs. Stewart asked the Trustees to approve the Information Services Policy which replaces the Reference and Information Services Policy. Joan Grady made an editorial suggestion. A motion was made by Joan Grady to accept the Information Service Policy, seconded by Eileen MacDougall, motion passed.

Comments

Don Pearson enjoyed the Codebreaking and Information Theory program with Harvard Professor Chris Rycroft.

Trustees thanked Joan Grady for years of service as a library trustee.

Jeff Nussbaum noted that there two new members joined the Friends Executive Board as Members at Large. The Bookstore Next Door will be open in the morning during the annual Big Wheels program.

Next meeting: May 15, 7 pm, Banda Room, Library

Submitted by,

Gloria Corcoran

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Administrative Assistant

Distributed at meeting: Monthly statistics and March Budget