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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 Minutes Tuesday, June 19, 2018, 7 pm

Present: Trustees Jeff Nussbaum, Eileen MacDougall, Dan Hall, Jim Lemay, Kathleen Reynolds (arrived at 7:30 pm); Library Director Tina Stewart, Administrative Assistant Gloria Corcoran.  
Absent: Don Pearson

The meeting was called to order at 7:01 pm.

#### Minutes and Financial Report

Jim Lemay made a motion to accept the minutes from May 15, seconded by Eileen MacDougall. Motion passed with Dan Hall abstaining.

Eileen MacDougall made a motion to accept the Financial Report and Statistics from May, seconded by Jim Lemay, motion passed.

#### Directors Report

Mrs. Stewart reviewed her written report noting some program highlights. The Boston Passport Agency of the U. S. Department of State was at the library on Saturday, May 12, to host a Passport Fair. They accepted 128 passport applications and 158 people actually walked through. Many people expressed appreciation to the library for hosting. Since the Passport Fair was held on a Saturday, this gave more people the opportunity to take advantage of getting assistance with processing their passport application. Over 70 homes participated in the Town Wide Yard Sale on June 9. The weather cooperated and feedback from the sellers on a post yard sale survey was positive. The FUNdrive with Savers netted the Friends a total of \$317.20.

There was discussion about the Farm to Table event scheduled for July 13 as to why the ticket sales have not been as robust as expected. There was speculation as to the ticket price of \$40 being a deterrent for some and the library may not be an attractive venue.

Mrs. Stewart reported on the recent training workshops and webinars that staff have recently attended. Training has covered safety and security and dealing with behavior issues in the library. Town Nurse Tracy Mello conducted CPR and AED training at the staff meeting on June 15.

#### Old Business

Mrs. Stewart reported that her meeting with Town Manager Jeff Hull, Superintendent of Public Buildings George Hooper and structural engineer Andy Barr to review the proposal for a feasibility study to add two meeting rooms did not occur. Town Manager Jeff Hull will schedule

this meeting sometime in July or August. Mr. Hull also indicated that he would attend a future Trustees meeting to discuss this proposal.

Mrs. Stewart reported that the town engineer will be doing a site plan for the outdoor seating area. When this is done, the landscape architect will prepare the design for this space.

Town Manager Jeff Hull will be contacting the labor counsel to discuss the collective bargaining contract regarding scheduling Saturday hours in the summer.

Mrs. Stewart distributed the Revive Civility brochure. She noted that a Revive Civility flyer will be included in the water bill that will be mailed in August. The Wilmington Community Fund donated \$1,000 and WOW donated \$500 to the Revive Civility series planned for September. The Law Offices of Toukantonis & Reynolds donated \$100. The Friends of the Library have earmarked \$2,185, donated in memory of James Banda, for the Revive Civility series. Mrs. Stewart is scheduled to attend the Board of Selectmen's meeting on July 9. She will discuss the the Revive Civility initiative and ask them to adopt a Revive Civility Proclamation. She plans to reach out to various organizations, churches, schools, etc. to encourage attendance at Revive Civility events.

### **Comments**

Kathleen Reynolds and Dan Hall expressed an interest in attending the Trustee Orientation session provided by the Massachusetts Board of Library Commissioners.

Jim Lemay noted that he saw that Boston Bruins partner with libraries for summer reading.

Dan Hall noted that he is leading Current Affairs Discussion Group which had seven in attendance last month.

Jeff Nussbaum has been selling approximately one book a day online for the Friends of the Library.

A motion to adjourn was made by Kathleen Reynolds at 8:15 pm, seconded by Eileen MacDougall.

Next meeting: Monday, September 17, 7 pm, Banda Room, Library

Submitted by,

*Gloria Corcoran*

Gloria Corcoran

Administrative Assistant

Distributed at meeting: Monthly statistics and May Budget