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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, September 17, 2018, 7 pm

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

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

Minutes and Financial Report

Don Pearson made a motion to accept the minutes from August 21, 2018; seconded by Kathleen Reynolds. Motion passed with abstention from Eileen MacDougall.

Eileen MacDougall made a motion to accept the Financial Report and Statistics from August 2018; seconded by Dan Hall, motion passed.

Directors Report

Mrs. Stewart reviewed her written report. There were 86 attendees at the keynote event on September 6, 37 attendees at the NFL Protest and Free Speech discussion on September 11 and 33 attendees at the Bill Littlefield program on sportsmanship on September 13. The survey feedback on the Revive Civility programs to date has been positive. Trustees who attended some of these programs added their comments about the events.

Summer program updates included the successful Summer Bash on the Swain Green on August 9 with over 300 attendees. The outdoor movies presented in partnership with Wilmington Rotary Club averaged around 50 people at each movie. One movie was cancelled due to weather. Given that the library's movie license did not include showing outdoor movies, the cost to show the movies was fairly expensive and the library will likely will not present outdoor movies next year

Mrs. Stewart recommended that the library hire Planning Consultant Barbara Alevras to assist the library with developing the library's next Strategic Plan for FY21-FY25. Eileen MacDougall made a motion that \$3200 in state aid funds be used to hire Barbara Alevras; seconded by Kathleen Reynolds, motion passed.

The Friends of the Library Annual Appeal this year will raise funds to complete the outdoor seating area. The landscape architect from Green International has submitted a design and cost estimate which has been reviewed by Mike Woods, Superintendent of Public Works and Jamie Magaldi, Assistant Superintendent of Public Works. After the landscape architect makes the

recommended changes on the design, the plan will be submitted to the Conservation Commission.

Mrs. Stewart. Town Manager Jeff Hull and Assistant Town Manager Dee Casey will be meeting with a union representative on Wednesday, September 19 to discuss opening on Saturdays in the summer.

Old Business

The architects and engineers have been at the library doing various measurements and analysis for the proposed library expansion on the second floor of adding two rooms. The study should be completed by the end of the month.

New Business

Mrs. Stewart indicated that the current Volunteer Policy is no longer relevant in that the volunteer tasks as described are now done by library staff and there is not enough of this work for volunteers to do. She noted that Teen Services Librarian Brittany Tuttle has developed a teen volunteer program which provides orientation and guidelines for teens who want to volunteer at the library. <https://wilmlibrary.org/youth-services/teens/volunteers/>. Kathleen Reynolds made a motion to render obsolete the current Volunteer Policy, dated 3/21/12, seconded by Eileen MacDougall, motion carried.

Mrs. Stewart noted that she would like to revise the current Confidentiality Policy and bring it back to the Trustees for approval.

Comments

Dan Hall is continuing his Current Events discussion program at the library. It is going well and will be promoted more after the Revive Civility program ends.

Kathleen Reynolds will be attending a Trustee Orientation at the Waltham Public Library.

A motion to adjourn was made by Dan Hall at 8:10 pm, seconded by Eileen MacDougall.

Next meeting: October 16, 7 pm, Banda Room, Library

Submitted by,

Gloria Corcoran

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Administrative Assistant

Distributed at meeting: Monthly statistics and August Budget