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Megan Delehanty-Coslick  
Daniel Hall  
James Lemay  
Eileen MacDougall  
Jeffrey Nussbaum  
Donald Pearson

## Board of Library Trustees

### **Board of Library Trustees Meeting Tuesday, January 17, 2023, 7 pm**

Present: Trustees Megan Coslick, Eileen MacDougall, Jeffrey Nussbaum, Donald Pearson, James Lemay and Daniel Hall; Library Director Christina Stewart; Admin. Assistant Gloria Corcoran, Assistant Director Danielle Masterson, Library Consultant, Charlotte Wood.

Chairman Daniel Hall called the meeting to order at 7:01 pm.

#### **Approval of Minutes**

Megan Coslick made a motion to approve the minutes of December 20, 2022, seconded by Jim Lemay; motion passed.

#### **Financial and Statistical Report**

Jim Lemay made a motion to accept the December 2022 Financial and Statistical Reports, seconded by Donald Pearson, vote unanimous.

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

Mrs. Stewart reviewed her written report. She noted the increase in attendance for the holiday concerts. A new story has been installed at the Rotary Park StoryWalk. The new book is *The Leaf Thief*, written by Alice Hemming and illustrated by Nicola Slater. The Friends of the Library had a booth at the WOW Festival of Trees with books from the Book Store Next Door and holiday jewelry for sale. The event raised \$100 plus visibility for the Friends of the Library.

Assistant Library Director Danielle Masterson informed the Trustees about an upcoming virtual author talk with Michelle Gallen from Ireland.

Mrs. Stewart presented an overview of the new space design project for the first floor. She noted that the plan will require some weeding of non-fiction books in order to allow space for book display. Mrs. Stewart presented the cost for the furniture, shelving and carpeting and available funds. Mrs. Stewart answered Trustee questions and Danielle Masterson and Charlotte Wood added comments relative to the project.

Mrs. Stewart requested funds for new carpeting and additional funds for the project shelving and furniture. Jeff Nussbaum made a motion to authorize \$21,270 from the Barbara Johnson Trust Fund and \$50,357 from the State Aid funds to be put towards the space redesign project. Motion was seconded by Megan Coslick; motion passed with Jim Lemay abstaining. Jim Lemay

noted that he wanted to review the awards letter for the Barbara Johnson Trust to see if there were any requirements to the use of the Trust Funds.

### **Personnel Update**

Dan Hall read a letter from Mrs. Stewart announcing her retirement effective September 15. Mrs. Stewart acknowledged Gloria Corcoran, Charlotte Wood and Danielle Masterson for their support. The Trustees thanked Mrs. Stewart for her many years of service, her leadership and vision for the library. Mrs. Stewart indicated that she will provide the Trustees with a timeline and recommended procedure for hiring a new library director.

Dan Hall noted that Charlotte Wood asked that the Trustees consider naming the conference room in honor of Mrs. Stewart for her 49 years of service with 27 years as Library Director at the Wilmington Memorial Library. Dan Hall made a motion to submit an article to Town Meeting to name the conference room at the library the Christina Stewart Room. Vote was unanimous. Dan Hall will contact Town Manager Jeff Hull about the vote and to inquire as to the procedure to submit an article.

### **Old Business**

Mrs. Stewart informed the Trustees that Town Manager Jeff Hull approved the necessary increases to the FY24 Budget that will enable the library to meet the state aid Municipal Appropriation Requirement (MAR).

Eileen MacDougall made a motion to adjourn the meeting at 8:25 pm. Seconded by Jim Lemay. Vote unanimous. Next meeting is February 21, 2023 at 7 pm.

Submitted by:

*Gloria Corcoran*

Gloria Corcoran

Documents used at the meeting:

- December 2022 Budget and Activity Statistics
- Library Director's Report
- Space Redesign plan
- Space Redesign budget