



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

175 Middlesex Avenue
Wilmington, MA 01887
wilmlibrary.org

Board of Library Trustees Minutes Tuesday, November 19, 2024 Library Banda Room 7 pm

Present: Library Director Nathalie Harty, Assistant Director Danielle Masterson, Jim Lemay, Dan Hall, Eileen MacDougall, Megan Coslick, Jeff Nussbaum, Don Pearson.

Call to Order at 7:05 p.m.

Minutes October 15, 2024

Jeff Nussbaum made a motion to accept the minutes from October 15, 2024, with changes, seconded by Don Pearson, vote unanimous.

Financial and Statistical Reports from October

Jim Lemay mentioned that attendance at teen programs has been good, always hardest group to reach.

Eileen commented on how many Tonies we have. They are mostly for ages 0-5.

Nathalie mentioned that the top circulating Tonies were Encanto, Blaze, Monster Machines, and Blippi.

The adult video games, hot spots and the Switch have accounted for the increase in the adult circulation of Library of Things.

Eileen MacDougall made a motion to accept the Financial and Statistical Reports, Jim Lemay seconded, vote unanimous.

Director's Report

We have purchased 5 more Hot Spots.

Nathalie met with the Communico rep. Because Nathalie was not involved when it was launched, she wanted to familiarize herself with it and the rep. We have a three-year contract with this company, with two years to go. We have a separate contract from MVLC. MVLC did their due diligence at the same time we were signing our contract. Because we have a separate contract, we have different features. The app has a shared catalog and ILL and reciprocal borrowing. At the end of our contract, we could join the MVLC app. The bells and whistles that are on offer will only be \$250. Wilmington library also has the *Create model* but haven't used it. We haven't launched a new website yet. We can share usage from the app with the Trustees.

The staff is revitalizing our readers advisory effort. We already created lists for Birds, reading rivals, and Native American books and materials. The initiative includes newsletters, displays, printed bookmarks and a webpage. Our booklists will always have a permanent home on the website.

Nathalie and Danielle met with Dennis Kelley from Public Buildings about the capital improvement plan. He is going to put in the plan that he would like to replace 2 or 3 AC units in FY27 and work his way to replacing all of them. Some of them are over 20 years old. They cost approximately \$20K each. Also discussed replacing the carpeting, which has been discussed before, and he is going to try to put that in FY27.

The elevator has been fixed. It wasn't closing all the way one day last week and it was fixed the same day. The Trustees discussed the safety issue, and it is believed that we wouldn't be allowed to use it if it wasn't safe.

Old Business

We did a lot of research on what the attendance for evening programs has been for the last year vs 2023, including the circulation and visits. We also looked at the schedule. The town manager is in full support of closing at 8:30 pm Monday through Thursday. Adult programs will begin at 6:30 or 7:00 pm. Also discussed the closure between 9-10 am on Friday. We are proposing that we go back to opening at 9 am on Fridays. This would add 3 hours of operation. This is proposed to start January 2025. This will give staff time to readjust their schedule and publicize it to the patrons.

We will have four staff meetings during the year. March and September will have meetings from 9 am – 11 am. We would have the June and December meetings from 9 am – 1 pm.

Eileen MacDougall made a motion in favor of changing the library's hours to Monday through Thursday from 9 am – 8:30 pm and 9 am – 5 pm on Fridays, Jim Lemay second; vote unanimous.

Director's Yearly Review

Megan wrote to the town manager about having a yearly review for the Library Director. She has not heard back. She will follow up and the Trustees can discuss next month.

New Business

Strategic Plan

Megan Coslick asked for the appendices, which will be sent to the board. Eileen MacDougall liked the look of the plan. Nathalie Harty will discuss the Action Plan with the Department Heads in the next couple of weeks.

Jim Lemay asked about the library card registrations. This number is in the library activity report. MVLC purges the registrations every 3 years or so.

The Trustees were told that the once approved, the Strategic Plan gets uploaded to the Mass Board of Library Commissioners website and WML's website.

Eileen MacDougall made a motion to accept the Strategic Plan, seconded by Jeff Nussbaum, vote unanimous.

Public Comments

None

Trustees Comments

Eileen asked if the library should talk to the school art teachers to have a monthly art display. Jim Lemay said he will be out of town at the next meeting.

Jim Lemay made a motion to adjourn at 8:26 pm, seconded by Eileen MacDougall.

Next Meeting: December 17, 2024, 7 pm

“This agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting” “Notice of Meetings of the Town Departments and all Town Boards as required by Chapter 30A, Section 20 of the Massachusetts General Laws as enacted by the Acts of 2009, Chapter 28.