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

Board of Library Trustees

Board of Library Trustees Meeting Tuesday, December 20, 2022, 7 pm

Present: Trustees Megan Coslick, Eileen MacDougall, Jeffrey Nussbaum, Donald Pearson, James Lemay and Daniel Hall; Christina Stewart, Library Director

Chairman Daniel Hall called the meeting to order at 7:02 pm.

Approval of Minutes

Eileen MacDougall made a motion to approve the minutes of November 15, 2022, seconded by Megan Coslick; Jim Lemay and Dan Hall abstained; Motion passed.

Financial and Statistical Report

Jeffrey Nussbaum made a motion to accept the October Financial and Statistical Reports, seconded by Donald Pearson, vote unanimous.

Library Director's Report

Mrs. Stewart reviewed her written report. Tewksbury Public Library won the 2002 Reading Rivals competition. A new needleworkers group began meeting bimonthly at the library. "Bookends," a new book discussion group, will begin meeting in January on the fourth Monday of the month. This discussion group that replaces the Well Read Wednesday group will be led by part-time library associate Rebecca Lowe. The new TBS print management software is live for mobile printing. The equipment for the new print management is scheduled to arrive in January and is expected go live by the end of February. Patty Sullivan from Dementia Friends Massachusetts was the speaker at the December staff meeting. The Friends of the Library provided a luncheon for the staff.

Mrs. Stewart updated the Trustees on the space redesign project. At the second meeting with Oudens Ello Architects (OEA) on December 2, some preliminary options for the redesign were presented. Mrs. Stewart showed the Trustees two of the design options currently being considered. Trustees offered feedback and asked a number of questions about the design options. Mrs. Stewart noted that replacing the current stack shelving with wall shelving would require some weeding of the non-fiction. In order to efficiently move the project forward this fiscal year, Mrs. Stewart noted that it makes sense to replace the carpeting prior to the installation of new shelving. She asked that the Trustees authorize funding from the state aid account for the first floor carpeting. Megan Coslick recommended that this request be tabled until the next Trustees meeting in January at which time more information on the total project cost would be available.

New Business

FY24 Budget

Mrs. Stewart reviewed the FY24 Budget Request. She noted that the FY24 Library Budget request as presented would not meet the Municipal Appropriation Requirement (MAR) needed to be eligible for state aid. Mrs. Stewart indicated that she met with Town Manager Jeff Hull and pointed this out with a recommendation to increase to the Furnishings and Equipment Budget to purchase seating pods or similar seating for the library redesign project. Approving this request would enable the library to meet the MAR. This request is under consideration.

Trustee Comments

None

James Lemay made a motion to adjourn the Trustees Meeting adjourned at 8:59 pm. Seconded by Jeffrey Nussbaum. Vote unanimous.

Submitted by:

Christina A. Stewart
Library Director

Documents used at the meeting:
November Activity Statistics
Library Director's Report
FY24 Library Budget
PowerPoint Slides Space Redesign options