



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

175 Middlesex Avenue  
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**Board of Library Trustees**  
**Tuesday, February 20, 2024, 7 pm**  
**Library Banda Room**

**Present:** Trustees Megan Coslick, Daniel Hall, Eileen MacDougall, Don Pearson, Jim Lemay, Jeff Nussbaum, Library Director Kate Coraccio, Assistant Library Director Danielle Masterson, Administrative Assistant Gloria Corcoran.

Chairman Daniel Hall called the meeting to order at 7:00 pm.

**Approval of Minutes:** Eileen MacDougall made a motion to approve the minutes of January 30, seconded by Don Pearson, vote 4 affirmative, Jim Lemay and Jeff Nussbaum abstained. Motion passes.

**Financial and Statistical Report:** Jim Lemay made a motion to accept the Financial and Statistical Reports of January 2024, seconded by Megan Coslick, vote unanimous.

**Director's Report:**

Kate Coraccio delivered the report.

The Legislative Breakfast was a success with 75 people in attendance. Members from MBLC and MVLC and four representatives or their aides were also in attendance. Wilmington partnered with Andover and MBLC. During the event, Lisa Crispin shared her library story and how she came to work here.

Two days ago, the app was updated with registration for programs and the ability to reserve a room. This is still a work in progress.

The Library of Things are displayed on a magnetic board in the circulation area enabling patrons to choose an item and bring the magnet to the desk to check out.

New digital signage has been installed throughout the library, including a screen in the teen area for signage or programming.

Teen Librarian Sara Rottger will lead an intern project in April. The intern will be here for a 6-week program and will work with teens and children on a special project.

Kate presented the FY25 Budget to the Finance Committee on February 1<sup>st</sup>. The budget was received well and approved.

Jim Lemay asked about feedback from patrons about the change in program hours. Kate mentioned that there was only one complaint. There has been positive feedback to the staff and the staff have helped the presenter clean up after the program so they are completed by 8 pm. This will be monitored.

**New Business**

None

**Old Business**

Megan Coslick did a draft of the Director's contract which she sent to the Trustees. There were some changes to be made. She will draft a cover letter for Dan Hall to send to Assistant Town Manager Susan Inman with the contract proposal. Once completed, Megan will let the Trustees know the next steps.

**Public Comments:**

None

**Trustee Comments:**

Jeff asked about getting his emails sent to both of his addresses. Gloria will check to see if it didn't go through. He likes the new book covers on the app.

Megan liked the new Storywalk and that it had been cleaned.

Jim also likes the new app.

**Next Meeting:** Tuesday, March 19, 7 pm.

Jeff Nussbaum made a motion to adjourn the meeting, seconded by Jim Lemay. Passed unanimously. Meeting adjourned at 8:27 pm.

Submitted by,

*Gloria Corcoran*

Gloria Corcoran

Documents used at the meeting:

January Budget Summary

January Statistics

Library Director's Report

Library 2023 Annual Report