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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, March 21, 2023, 7 pm**

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

Chairman Daniel Hall called the meeting to order at 7:04 pm.

#### **Approval of Minutes**

Jim Lemay made a motion to approve the minutes of February 21, 2023, seconded by Don Pearson with Eileen MacDougall abstaining; motion passed.

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

Trustees reviewed the reports. Eileen MacDougall requested that virtual program statistics be added to the monthly activity report.

Eileen MacDougall made a motion to accept the February 2023 Financial and Statistical Reports, seconded by Jim Lemay, vote unanimous.

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

Mrs. Stewart reviewed her written report. She pointed out that in person attendance at library programs has been increasing to pre COVID levels. Community Resources Roundtable met on March 2 with 17 people in attendance representing 14 organizations/departments.

Mrs. Stewart showed an example of Teen Book Box, a themed package with a library book, another book *to keep*, snacks, and a craft. A radon detector has been added to the Library of Things. The library had added two new digital services - the New York Times Cooking and New York Times Athletic.

The Friends of the Library voted in the new Executive Board at the Annual Meeting on March 16. Terry McDermott will replace Ann St. Onge as Friends President.

Mrs. Stewart provided an update on the redesign project. New shelving has been ordered. The estimated delivery timeline is 18 weeks. Removal of shelving, painting and carpeting will need to be done prior to the installation of the shelving. The first floor of the library will need to be closed during the installation. However, some services, such as curbside delivery of holds, can be offered. The second floor may be able to be open for service.

**New Business**

Mrs. Stewart presented the Library Displays Policy for review. Eileen MacDougall made a motion to approve the Library Displays Policy; seconded by Jeff Nussbaum. Vote unanimous.

Eileen MacDougall and Don Pearson, who serve on the Library Director Screening Committee, shared information from March 16 meeting. They Trustees for feedback on the Library Director Job Description and Job Ad. Trustees requested some edits to both documents. Mrs. Stewart will provide the revised Job Description and Job Ad to Assistant Library Director Danielle Masterson who will send this to the Library Screening Committee. The job ad is scheduled to be posted on April 14 with a deadline for applications on May 15.

**Trustee Comments**

Eileen MacDougall recommended reading the magazine Public Libraries.

Jeff Nussbaum made a motion to adjourn the meeting at 8:11 pm. Seconded by Eileen MacDougall. Vote unanimous. Next meeting is April 18, 2023 at 7 pm.

Submitted by:

*Gloria Corcoran*

Gloria Corcoran

Documents used at the meeting:

- February 2023 Budget and Activity Statistics
- Library Director's Report
- Library Display Policy
- Library Director Job Description and Job Ad