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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, September 26, 2023, 7 pm

Present: Trustees Jeffrey Nussbaum, Megan Coslick, Daniel Hall, Eileen MacDougall, Jim Lemay and Donald Pearson; Library Director Kate Coraccio, Assistant Library Director Danielle Masterson, Admin. Assistant Gloria Corcoran.

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

Approval of Minutes

Megan Coslick made a motion to approve the minutes of August 18, 2023, seconded Jeff Nussbaum, motion passed with abstention of Jim Lemay and Eileen MacDougall.

Financial and Statistical Report

Don Pearson made a motion to accept the Financial and Statistical Report of August 2023, seconded by Jim Lemay, vote unanimous.

Assistant Library Director's Report

Danielle Masterson delivered the report. The Redesign project is about complete with 4 highback chairs being delivered in November. The Welcome sign and other signage is completed. Danielle will follow up with the architect when all is completed and he will do a final inspection.

Elevator incidents: In June, a staff member was stuck in the elevator for about 20 minutes and the fire department and public buildings were called. They reset the elevator and got it working. In September, a mother and her three year old were stuck between floors. The fire department and public buildings were notified. They were unable to get the elevator working so they dispatched the elevator company who had to manually move the elevator and open the doors to get the occupants out. The elevator company repaired the elevator. These incidents were reported to Public Buildings and to the Town Manager.

More visible signage has been put on the elevator door stating that children should not ride alone.

A glass panel in the Barbara Johnson room shattered after hours. The glass was cleaned up. The panel will be replaced. The company KI has ordered a new panel and the installation will take place mid-October. A KI representative will come by after installation to check on it.

The Summer Reading had a 7% increase in participation. The days logged almost doubled last year.

The adult department had a Puzzle Race which was a huge success with 7 teams participating.

Some programs this fall include Tiny Art Show, Amy Caira will do a story time at the town's Fall Fest, and the children's department will hold their Costume Craze again.

New Business

Kate Coraccio explained some of the plans for her first 30 days. First is to mostly listen. She will be having a one on one with staff to ask 5 questions and listen to what they want in the library. She wants to have a "Coffee with the new director" to meet the patrons.

There will be policy reviews and Strategic Planning. Kate and Danielle Masterson are attending a Strategic Planning workshop in October.

Kate has a one on one with Jeff Hull and will be attending the Town Department Heads Meeting the following week.

Eileen MacDougall suggested contacting WCTV, Lisa Kapala, to do a "Where's Wilmington" episode.

Trustee By-Laws

It was suggested the By-law changes be postponed until clarification of the Library Director's contract is attained.

Comments

Jeff Nussbaum commented that the elevator needs to be replaced. Danielle Masterson suggested looking at the ARPA money that the town received (\$7 million) to see if this would be a good project for that.

Megan Coslick is looking forward to Reading Rivals this year.

Don Pearson made a motion to adjourn the meeting at 7:45 pm, seconded by Jeff Nussbaum. Motion passed. Next meeting is October 17, 2023 at 7 pm.

Submitted by:

Gloria Corcoran

Gloria Corcoran

Documents used at the meeting:

August 2023 Budget and Activity Statistics
Library Director's Report
Trustee By-Laws