

**WESTWOOD FREE PUBLIC LIBRARY  
MINUTES  
BOARD OF TRUSTEES MEETING**

**MEETING DATE:** Tuesday, March 25, 2014

**CALLED TO ORDER:** at 7:38PM

**PRESENT:** Dennis Farrell (DF), Noline Grefrath (NG) Mike Violano (MV), Vince Fitzpatrick (VF), Joan Ward (JW), Felicia Brockner (FB) and Martha Urbiel (MU)

**SUNSHINE LAW:** Read by DF.

**PUBLIC FORUM:** No members of the public were present.

**MINUTES:** February 2014 read; JW asked who is handling funds for the Dawn Finn memorial and how is the landscaping fee paid for? MU responded that contributions are made by check to the Friends of the Westwood Library and the landscaping designs were paid from contributions received to date. NG made a motion to accept; seconded by VF. Motion carried.

**TREASURER'S REPORT:**

Read by NG. VF made a motion to approve; seconded by JW. Motion approved.

Current bills—4868-4894. Motion to accept and pay made by VF; seconded by JW. Motion approved.

**COMMITTEE REPORTS:** None

**CORRESPONDENCE:** None.

**DIRECTOR'S REPORT:** See attached. MU circulated a copy of the February 26 -March 25 director's report.

The Junior Friends conducted a teddy bear sleepover party that was a great success; the program included songs and photos are posted on the library website. MU has solicited three bids for repair of the roof and gutters; one bid has been received to date.

The revised landscaping plan prepared by Burgis Associates Inc. for the Dawn Finn Memorial Project was displayed and explained by MU. The revised plan incorporates features from the two original plans submitted in February. The path to the front door of the library and use and cost of pavers was discussed. Board members proposed extending the path in the plan to the garden area on the right side of the front door. MU stated that there will be a garden clean up by volunteers at the end of April. Landscaping work is scheduled to be completed by the end of May and there will be a ceremony at that time. VF stated that the lighting for the front of the building is still an open issue whether lighting should be from the ground up or lighting mounted on the roof. MU replied that a permit is only required for the electrical work. A motion to initiate work of the current landscaping plan was made by VF; seconded by NG. Motion approved.

The Taste of Westwood will take place on June 8 at the Community Center. There will be a silent auction, and beer and wine tasting. Neighborhood restaurants are participating as in the past.

**PRESIDENT'S REPORT:** None.

**OLD BUSINESS:**

1. One position for Board trustee remains open.
2. The new circulation desk is being constructed. It will be installed in May and meets ADA requirements. VF asked about the placement of computers at the circulation desk; MU noted that the computer screens are not recessed in the counter top. MU stated that the library may need to be closed one day during installation.

**NEW BUSINESS:** None

**MEETING ADJOURNED:** Motion to adjourn at 8:25PM by JW; seconded by VF. Motion carried.