

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

**MEETING DATE:** Monday, April 23, 2018

**CALLED TO ORDER:** at 7:06 p.m. by Dennis Farrell.

**PRESENT:** Martha Urbiel (MU), Dennis Farrell (DF), Vince Fitzpatrick (VF), Noeline Grefrath (NG), Mike Violano (MV), Bev Karch (BK), Frank Zimmerman (FZ), Suzanne Gorham (SG), Pete Fedorchak (PF), Claudia Gonzales-Doell (CGD) and Beth Dell (BD).

**SUNSHINE LAW:** Read by DF.

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

**MINUTES:** A motion to accept the minutes of the March 26 meeting was made by BK; seconded by VF. The motion carried.

**TREASURER'S REPORT:** The treasurer's report and cash management fund was presented by NG. The total of the checking account, cash management fund and capital account is \$270,602.96. A motion to accept the treasurer's report was made by VF and seconded by BK. The motion carried.

The current bills list (6024-6044) was distributed. VF asked about the cost for the Overdrive ebook service; MU replied that this is included in the BCCLS fee. A motion to accept the bills list was made by VF and seconded by BK. The motion carried.

**COMMITTEE REPORTS:**

**Public Relations—100<sup>th</sup> Library Birthday Plans**—SG plans to speak at the Town Council Meeting in September about the Library 100<sup>th</sup> Birthday celebrations. MU remarked that next year is also the 125<sup>th</sup> Birthday of Westwood. NG spoke with the Westwood Heritage Society; they are willing to post Library 100<sup>th</sup> Birthday notices in the train station. Library membership drives are planned for kindergarten registration and other town events to achieve the goal of 100% Library membership in 2019. CGD suggested that the post office welcome package for new residents could include library membership forms.

**Buildings and Grounds**—MU reported that another meeting was held including MV, Town Administrator Ben Kezmarsky and a representative of Reiner regarding the possibility of adding a second air conditioning unit to the Direct Install Energy Program. Boswell is to prepare the proposal for bids. MV remarked that the library would be closed for a portion of the roof and HVAC installation.

MV made a motion to enter an **Executive Session** for a discussion, seconded by SG. The motion carried. After a brief discussion, a motion to end the executive session and reopen the Board Meeting was made by NG, seconded by VF.

Jim Gines, the husband of Noriko Gines, has approached the Library to propose a tree as a memorial to honor Noriko a long time member of the Friends of the Westwood Library who recently passed away. A motion to install the tree in the Library garden was made by VF seconded by FZ. The motion passed.

**CORRESPONDENCE:** None.

**DIRECTOR'S REPORT:**

MU reported that the Senior Birthday Party on April 15 was a very nice affair. Westwood Care One sponsored the entertainment and refreshments.

The first new Citizens' Ceremony was held at the Library attended by the Mayor and members of the Town Council.

Other program highlights for the month included story time yoga, the continuing grief counseling session and a Girl Scout presentation.

**PRESIDENT'S REPORT:** None.

**NEW BUSINESS:**

MU reminded Board members to file online financial disclosures for this year.

The Library Budget has been approved for 2018; the budget is \$720K. BD stated that the Council has approved an amount of the mandated 1/3 of a mill plus \$50K.

MU reported that BCCLS has decided to exit the Cloud Library Program and has resumed the agreement with Overdrive. Patrons will be able to select ebooks from Overdrive starting May 9.

MU announced that this year's One Book Westwood will be *A Crooked Kind of Perfect* by Linda Urban for children. The adult title is *Born to Run* by Bruce Springsteen. Music is the theme of the summer reading program.

**MEETING ADJOURNED:** A motion to adjourn was made by VF; seconded by FZ. The meeting was adjourned by DF at 7:53 p.m.