

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

**MEETING DATE:** Monday, May 21, 2018

**CALLED TO ORDER:** at 7:01 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), 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 April 23 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 \$257,768.54. A motion to accept the treasurer's report was made by VF and seconded by PF. The motion carried.

The current bills list (6045-6068) was distributed. A motion to accept the bills list was made by VF and seconded by BK. The motion carried.

**DIRECTOR'S REPORT:**

MU reported a few program highlights including Krafty Lab, a terrarium class and a Nutrition 101 program part of the Mayor's Wellness initiative.

Replacement of the roof project is scheduled to take place the first week of June.

There is no update on the HVAC project.

MU stated that there have been some issues with the new ebook program with Overdrive.

MU met with the superintendent. NG asked about issuing library cards for the new kindergarten students. MU replied that it cannot be done automatically. BD suggested a library card form for new residents of Westwood House.

BCCLS interlibrary deliveries are still an issue. There is a limit on the number of books that can be requested at a time.

**PRESIDENT'S REPORT:** None.

**OLD BUSINESS:**

BD gave a brief update on the HVAC project and stated that Ben was still waiting to hear from Boswell, the engineer, Reiner and Direct Install. According to BD, the town is prepping specs to be sent out later this week.

**NEW BUSINESS:**

BD stated that the Shade Tree Commission approved a cherry tree to be installed as a memorial to Noriko Gines.

A resolution to amend the Capital Expense Budget Schedule to include the roof project will be done at the June Board meeting.

**MEETING ADJOURNED:** A motion to adjourn was made by VF; seconded by FZ. The meeting was adjourned by DF at 7:45 p.m.