

April 3, 2019
Westford Library Trustees Meeting Minutes
Approved

Meeting began: 7:04 PM

Present: Bree Drapa, Patricia Hechmer, Allison Hope, Beth Lane, Peggy Rodgers

1. March 6, 2019 meeting minutes approved without changes.

2. **Treasurer's Report** tabled until next month.

3. **Librarian's Report** presented and discussed.

Programs are well attended. Math K-2 program is going well and is well supported by volunteers. ListenUP VT had its highest year to date circulation. WCAX's Across the Fence program was filmed for National Library Week. It will air next Tuesday at noon. Bree met with the Recreation Coordinator to discuss co-sponsoring an April family movie night. Invitations have gone out to the Welcome Baby Tea. At the end of the month Bree will attend a meeting on patrons with disabilities and the web. Subs have been lined up for Bree's April vacation.

Donated knitting needles were organized by the knitting group. They will circulate with a paper sign in and out sheet. There will also be a spread sheet inventory. Verilux, a VT business, has donated two light therapy lamps. Each lamp will be available for a one week checkout.

Bree has started a project to increase space in the early readers section.

An out of order computer will be moved and a book shelf added to increase space for young adult books, dvds and audio books.

4. New Business

Time was spent reviewing the Google Drive application used for the Library Director and Trustees to communicate policies and plans. .

Next meeting will be on May 1, 2019

Meeting adjourned at 8:03 PM

Upcoming Agenda -

Trustee Roles (when we're all here)

Dates for book sale donations -

Saturdays 10-12

April- Allison 27th

May - Beth May 4 Peggy 11th

June -Laurie 1st, Beth 8th