

March 4, 2020
Westford Library Trustees Meeting Draft Minutes

Meeting began: 7:05 PM

Present: Bree Drapa, Patricia Hechmer, Peggy Rodgers, Leanne Saddlemire, Laurie Wight

1. No public comment.
2. February 5, 2020 meeting minutes approved as written.

3. Budget Report

We are 67% through the fiscal year and have expended 64% of the budget.

4. Librarian's Report

February programs included Take Your Child to the Library Day, Lego Club, and Cookbook Club. Bree attended VT Humanities Council Reading and Racism program, the Chittenden County Librarians meeting, a summer program workshop, and a webinar on security for small libraries.

Bree will meet with members of Linda White Strandberg's family to discuss the \$1600 bequest in Linda's memory.

Trustees approved using \$200 from the Trustee's account for the Baby Tea in May. Peggy will request a \$200 donation from the Turkey Trot fund.

Collection dates for the July 4th book sale will be decided next month.

5. New Business

Trustees welcomed newly elected trustee Leanne Saddlemire.

Trustee roles typically change in March. Pat is the new chair. Laurie is the new secretary.

6. Old Business

Kevin Daigle will purchase several LED bulbs to install and test in effort to improve the library's lighting and energy efficiency. He has been asked to provide an estimate for replacing all the bulbs and adding several outlets.

Evan Aitken is about to begin work digging, lining, and laying perforated pipe in trenches in the library crawl space and installing a sump pump. The work is expected to take three days and will not impact library activity. When complete, any water collected in the crawl space will drain out the east side of the building. Further efforts to improve exterior drainage are still under consideration.

Next meeting will be on April 1, 2020.

Meeting adjourned at 8:28 PM