

April 7, 2021
Westford Library Trustees Meeting Minutes

Meeting began at 7pm

Present: Bree Drapa, Pat Hechmer, Vicky Ross, Leanne Saddlemire, Peggy Rodgers, Patty Pittala, Selectboard members Bill Cleary, Dave Baczewski, Lee McClenny and Town Clerk Nanette Rogers

- 1) No public comment
- 2) March 3, 2021 minutes were approved
- 3) Presentation to Select Board- We invited the Select Board members to our meeting so we could introduce ourselves formally and we had a presentation set to tell them of all the ways the Westford Library works- its policies, mission to the community through its many programs and partnerships, day to day operations.
- 4) YTD budget- we are 75% through the fiscal year with 72% of budget spent. Budget for downloadable material continues to be strong category and well used. The last quarter budget will be used for Golden Dome book award recommendations for juvenile library section.
- 5) Librarian report- Bree will be attending a meeting about ARPA, American Rescue Plan Act, and how it will affect and benefit educational institutes and libraries in the future. Bree continues to run the library under Phase 3 of Covid Response services. Even though the building is closed to the public, curbside pick up keeps the circulation strong and steady as is the steady use of free WIFI provided in surrounding area. Well attended Book Club and Storytime via Zoom continues. Besides curbside pick up, the library provides a bin for food shelf contributions and has a supply of Green Up day garbage bags for community use.
- 6) Building & Grounds- The library building will be repainted and fully inspected for any possible exterior damages over the summer season. Bids will be accepted until April 10, 2021 and then they will be reviewed and a painting contractor selected.

Next meeting will be on May 5, 2021 at 7pm via zoom.