

Westford Public Library
Trustee Meeting
April 13, 2022

Meeting started at 7 pm

In attendance- Bree Drapa, Leanne Saddlemire, Vicky Ross, Pat Hechmer, Patty Pittala,
Peggy Rodgers

- 1) Public Comment- none
- 2) Approve Minutes- Minutes were approved.
- 3) YTD Budget Report- 79% through the fiscal year with 81.5% budget spent. Juvenile Award books have been purchased as well as new movies. IT budget will be used to upgrade front desk computer.
- 4) Librarian's Report- Our circulation and visits showed large numbers over the past month. There were also well attended programs, such as the Tasha Tudor talk and reception. Supplies and materials for summer programs and summer reading are starting to be purchased.
- 5) Book Sale and donation dates- The annual book sale will be held on July 4, 2022. We will again hold it outside under tents in the library parking area. Donation/drop off dates will be May 7 and 21, June 11 and 25 - from 9-11am each date.
- 6) Library's building accessibility improvement plan- the library trustees are starting to review the needs of the library building in regards to accessibility for all. This is a long term goal. We have taken the first step and are working with Black River Design Architects to draw up initial floor plan options. This process is being funded through an ARSL grant received.
- 7) Trails Passport Program- this program was well received last year and will be offered again this year. It's launch is planned for early June. Trail walks and new locations will be added. Details will follow in future newsletters.
- 8) 2022 Director's goals- Bree has presented a detailed outline of goals for the coming year and near future. Reviews and discussions have been started with the Director and Trustees. We continue to move forward with plans and ideas to best serve our community through library offerings.

Meeting ended at 9 pm.

Next meeting will be on May 11, 2022 at 7pm at the library.