

Westford Public Library
Trustee Meeting
May 11, 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- 88% through the fiscal year with 90% of the budget used. In process of purchasing a new computer for front desk. Fuel bill reflects price increases that everyone is experiencing.
- 4) Librarian's Report- Circulation and visits to the library continue to be strong. After school programming is wrapping up and preparations for Summer Reading and other programs are progressing well. The theme for Summer Reading program is 'Oceans of Possibilities.' More story walks and a poetry walk are planned. Story hour is now being held outside on Thursday, weather permitting. Family Fest is planned for June 4.
Black River Architects are starting to work on preliminary plans for library accessibility. This is an important project for both the library and the community and these architect plans are being funded by a grant.
- 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 21, June 11 and 25 - from 9-11am each date.
- 6) The library trustees are researching and getting cost estimates for gutters to be installed on the two sides of the building. Last year, the library exterior was painted and areas of damage from water were repaired. Gutters will assure that this work done will last for many years. Plans to improve the short walkway from parking area to ramp and entrance along with some landscaping work are also in the works for summer.
- 7) Trails Passport Program- this program was well received last year and will be offered again this year. It's launch is planned for June. Trail walks and new locations will be added. ARPA funding is helping with the expansion and improvements to this community program.

Meeting ended at 9 pm.

Next meeting will be on June 8, 2022 at 7pm at the library.