

Westford Public Library
Trustee Meeting
August 10, 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- We are at the beginning of fiscal year 2023. We continue to fine tune areas, such as fuel cost increases, to make sure our budget for this new year carries the Library through in all its goals. Fiscal year 2024 budget is also in its initial stages of planning.
- 4) Librarian's Report- Circulation for Libby was at its highest ever once again- the digital service is used around the clock for checking out books and it is a very beneficial resource. BVT Creative LLC web design service is continuing to work on the library's website. Bree says that it will have a fresh look with new photos but, more importantly, the community will have a clear and more efficient format for navigating through the website. The summer reading program, Oceans of Possibilities, was well attended - Books were read, programs attended, crafts made and ice cream eaten- enjoyed by all! Fall programs are now being planned. Bree will again be the moderator for the Meet the Candidates Forum presented on Sept 23. The library is co-sponsoring the outdoor picnic concert at the Westford Common Hall on Aug 19. Pre concert story hour will be held from 6-7pm at library. Bree will be attending the last in the series of ARSL Leadership Conferences in mid Sept. Bree will also be contributing to a conference presentation on the topic of running a small town successful library.
- 5) Book Sale- The annual July 4th book sale was a huge success and we'd like to thank our community (and neighboring communities) for coming out and supporting this event. New tents used for outdoor programming and events were purchased through ARPA funding.
- 6) Trails Passport Program- This popular program is again running smoothly through its second year. Improvements to the program and the addition of new locations to explore have been well received. Information and passport sheets can be obtained at the library. This year's program will end in October.
- 7) Building Repair and Improvements- The library roof had repairs done that replaced some missing slate shingles and eliminating any future water leak damage. Gutters will also be installed in the near future to further protect the exterior from water damage. The library exterior was fully painted and all water damaged areas repaired in the summer 2021. The library will be installing a Fire and Safety System within the building, paid for with a grant from PACIF which was offered through the VT League of Cities and Towns.

Meeting ended at 9:45 pm

Next meeting will be on September 8, 2022 at 6pm at the library.

