



Town of Tewksbury
Tewksbury Public Library

300 Chandler Street
Tewksbury, Massachusetts 01876
978.640.4490

Diane H.C. Giarrusso
Library Director

Director's Report

To: Board of Trustees
From: Diane Giarrusso, Library Director
Date: December 10, 2013

Facilities/Grounds

- **The Festival of Trees** Opening Night saw 372 people in attendance. There were large crowds for family musician, Steve Blunt, and for the Merrimack Valley Chorus. The Friends again provided copious refreshments for all and I appreciate their help. There are 34 trees on display this year—a handful of them from participants new to the FOT! Thank you to the staff, Friends and you for your support of this event each year.
- **The Holiday Celebration and Tree Lighting** was held here on Saturday, 12/7/13. By the Public Events and Celebrations Committee's count, 400 people attended the afternoon-long event. There were many people involved in the planning and execution of this event and I'd like to take special note of:
 - Jennie Welch, Safety Officer at the Police Department, who with her colleagues, ensured that attendees were safe;
 - Paige Impink, who directed traffic all afternoon and evening (in addition to setting up in the morning);
 - the DPW who sent 2 employees to work the event;
 - the Tewksbury Hospital Campus Police who were so generous with their parking lots and fields, and who accommodated the Committee's request to let Santa arrive via helicopter;
 - Joe Fiumara, who worked all day and evening to set up/tear down spaces, clear out trash, answer logistical question and rearranging the Library.
 - I would be remiss to forget the Library's student volunteers, my daughter Corey and Paige's children, Roslyn, Eric and Peter.

I would like to note, that all the people I mentioned in this report were not members of the Committee, but were involved because Town resources were involved.

Policy/Services

- **Strategic Planning:** I need to form a subcommittee to begin work on the Strategic Plan. I would like one Trustee on the Committee. I would also welcome names of other community members who you think would bring value to the committee.
- **Security cameras:** In discussing our plans with a potential vendor, a few questions came up. Vendors will need to know what our objectives are for the project so that they can properly plan and quote. My understanding of the objectives are:



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- To continuously survey and record interior and exterior areas of egress to be used by the Police Department during investigation of a potential crime (theft, vandalism and public endangerment)
- To make the interior and exterior of the library remotely visible at the Police Department during a criminal incident

Encl. Statistics