



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: September 8, 2015**

**Facilities/Grounds**

- Hot Water Heater serving the children's bathroom and the Craft Room was replaced over the summer.
- Leaky faucets in the Women's Room were replaced.
- Repairs to the part of the roof that was damaged from ice will be repaired this fall with funding from the Town's insurance claim.
- The sensor for the exterior lights has stopped working. We are having a timer installed instead so that it will be easier to control and/or repair in the future.
- HVAC continues to require repairs; this time with the air handler #2 sensor that serves the second floor and the meeting room.
- Tewksbury Green Committee, as administered by Kyle Boyd (Planner/Conservation), has received a grant that will include some work to be done to improve exterior lighting and the HVAC. I will let you know the details as I have them.
- We have received one quote for re-carpeting the first floor meeting room, community area and foyer/lobby area and are expecting another quote.
- Tewksbury Community of Artists approached me with a request to install an art hanging system in the Fairgrieve Room. I agreed that this was a good idea and at a reasonable cost and to bring it to you for approval and funding. The request is attached.

**Policy/Services**

- Welcome **Jeannine Briley** to her first Trustee meeting.
- Welcome **Molly Collins** to our staff. Molly is our new Teen Librarian and is hard at work planning events and outreach to attract teens to the Library. Here is a link to a brief interview Bill Gilbert conducted for Your Tewksbury Today: <http://www.yourtewksburytoday.com/2015/09/07/85517/tewksbury-s-new-teen-librarian-brings-experience-passion-to-the-job>
- We also wish to welcome **Jeanne Swartz**, our newest Library Clerk to our staff. Jeanne comes with ten years of experience working in another library and we are happy to have her here.
- In sad news, however, we recently said goodbye to **Corinne Coveney**, the Library Clerk who was responsible for our successful teen summer reading program this year. Corinne was hired at a library that is closer to her home. We will advertise for her replacement this week.
- **Local History Room:** Attached are the current "rules" I translated that into a policy and procedure document. I request your approval of this policy and procedure document.
- **Summer Reading Programs:**
  - The Summer Reading Programs have finished. It was again, a busy time, but so rewarding. This year we tried something different which gave us different statistical results, so, it is not completely accurate to compare last year's statistics with this year's. Each program had a game sheet on which were activities such as reading books, but also visiting museums, attending a library event, being active. The books read statistic is an approximation. In addition, there was no online component to the reading programs this year.
  - Children's Statistics:
    - Registration: 658
    - Books/Activity Logged: 401 kids checked in/logged books with us.
    - June: 37 events, 2039 attendees



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July: 47 events, 1668 attendees  
August: 21 events, 909 attendees

- Teen Statistics:
  - Registrants: 28  
Books/Activity logged: 99 teens returned completed SRP Activity Cards  
Event Attendance: 76 (113% change from 2014)  
Events: 10 (150% change from 2014)
- Adult Statistics:
  - Registration: 106  
Books/Activity Logged: 21 adults returned 53 bingo sheets  
June: 18 events, 371 attendees  
July: 20 events, 543 attendees  
August: 21 events, 689 attendees

**Attachments:**

**Article about Molly Collins**  
**TCC Art Hanging System Request**  
**Draft Local History Room Use Policy**  
**Monthly Statistics**