

Director's Report

January 13, 2026

Happy New Year!

Town Clerk
Tewksbury, MA

2/17/2026, 7:50:27 AM

Facilities:

- A variety of maintenance tasks were completed in December.
- Work was done on Air Handler 2 (AH2) to prevent it from tripping when it gets too cold outside thereby preventing it from warming the air for the inside.
- While Mr. Fiumara was on vacation, a map was prepared for the Assistant Director, Systems Administrator and Director to be able to restart either Air Handler Units if needed.
- NB Kenney installed replacement piping for the HVAC system.
- Thank you to Mr. Bomal and the Parks Department for salting the parking lot and sidewalks along the building while Mr. Fiumara was out.

Services:

- We thank the Tewksbury community for their generosity in giving to the Tewksbury State Hospital Giving Tree. Every item need was purchased and returned in time. It is truly our pleasure to work with the hospital and the community to brighten the lives of those who are so isolated.
- I have been overwhelmed with the number of donations for the Toiletry Drive that is currently in place. The wagon is filled up every few days! The generosity of our patrons continues to warm my heart.
- Ms. Kelley is working with Little Green Button (LGB), a company that assists employees to electronically communicate emergencies and requests for assistance to and from each other throughout office spaces. By clicking on a literal LGB on their computer screens, staff members can notify others, be notified and respond as needed based upon the situation. Consider it like an in-house panic button. We are still working out the kinks and are still in practice mode. We will enable it once it is ready and we create documentation for the staff on using it.
- A new reading challenge for the new year is available. Details about "Let's Read 2026" are available on the library website. Thank you, Ms. Goolishian, for organizing this each year. Last year 13,531 books were recorded by our adult readers!

Town Clerk
Tewksbury, MA

2/17/2026, 7:50:35 AM

- Second Quarter Statistics (October through December):
 - Intergenerational: 2 programs; 990 participants
 - Youth Services: 72 programs; 1608 participants
 - Teen Services: 21 programs; 197 participants
 - In Person Adult: 168 programs; 2272 participants
 - Virtual Adult: 103 Participants; 13,663 participants
 - YouTube Views (December incomplete): 18,257

Respectfully submitted: Diane Giarrusso and Nicole Goolishian

Attachments:

Policies for approval: Collection Development Policy 2025 Final; Library Created Displays 2025 Final; Meeting Room Policy 2025 Final, and Social Media Policy 2025.

Policies to review for future vote: Exhibit Policy; Exterior Sign Board, and Food & Drink Policy.