



**Diane Giarrusso, Library Director**

## Director's Report

**To: Board of Library Trustees**

**From: Diane Giarrusso**

**Date: February 14, 2023**

### Facilities:

- The fire alarm went off at about 4:15PM on Saturday 2/4/2023—that bitterly cold day.
  - Staff evacuated the patrons and themselves from the building while waiting for the Fire Department (TFD) to arrive. About 20 minutes later the TFD informed us that a sprinkler let go and flooded the stairwell and basement. The TFD shut off the sprinkler system and drained it. The library did not reopen on Saturday, but did open on Sunday.
  - Mr. Fiumara came in as did the Town Facilities Manager, Mr. Bomal to assess the situation. Service Master was called to clean up the water and left a dehumidifier and high powered fans in the stairwell. The stairwell ceiling needs to be repainted. The sprinkler company came to look at the head and evaluate the system. The only damage was to the sprinkler head, which they will replace, and to the ceiling, which we will repaint.
- I met with the Finance Committee about the proposed FY24 budget in late January. The meeting was productive and the members did not have any concerns for the library budget. The overview page of the library budget is attached to this report. The complete proposed FY24 Town Budget is available on the town's website on the Town Manager's page.

### Services:

- It is "Love Your Library" month, and we're celebrating with the Friends! The Friends have a table so visitors can write what they love about the library and post them around the first floor. In addition, they are accepting donations and have a goal to earn \$400 this month. It is also Friends Membership month and they encourage renewals and new memberships to help support the organization and the library.
- The library is co-sponsoring a Black History Month film series with the Tewksbury Diversity Equity and Inclusion Advisory Committee this month. Three movies will be shown here and one will be shown at the high school performing arts center.
- After consultation with the Friends Treasurer and President, I proposed transferring responsibility for the payment of Museum Passes from the Friends and to the Library. These are the last circulating items that we don't pay for, and paying for them directly will alleviate some of the burden of fundraising by the Friends. We will transition throughout this calendar year.
- I also proposed to the Friends, that we take over administering the TPL Community Garden funds. We are getting that accomplished very soon.

Respectfully submitted, Diane H.C. Giarrusso & Nicole Goolishian

Attachments: Proposed FY24 Library Budget Overview Page

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