



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: January 14, 2014

Facilities/Grounds

- **Tree Lighting, Update:** The lights were removed and the tree was taken down on Thursday, 1/9/14.
- **Draft Budget:** Enclosed please find the summary page of the budget I have submitted to Town Manager Montuori. He will get back to each department with his recommendations something this week. I believe we will receive the increases I requested, but, of course, cannot guarantee that at this time.

Policy/Services

- **Security cameras:** I am currently meeting with security vendors and plan to have some detailed information for you at the February meeting.
- **Thank you 1:** We received a lovely thank you note from the Tewksbury Treatment Center for a donation of deleted books for their client's use. We plan to continue to send over a box of books periodically in order to assist the facility in creating an enriching environment for their clients.
- **Thank you 2:** We also received a lovely email from a Job Seekers Seminar participant who credits her participation in this program for helping her become employed. She is so appreciative that she plans to donate to the Friends once she is back on her feet, so that others can benefit.
- **Statistics:** Taking a look at the annual statistics we have increased on every indicator. There are a few areas that saw significant increases: Adult Events Attendance, Reference Questions and Online Resources. Considerable staff time was devoted to those services and it resulted in more usage by our patrons. I don't live and die by these statistics, but they are one measure of our success or struggle with services.
- **Town Annual Report:** The report is due to the Selectmen's office on February 14, 2014. I will have a draft for Mr. Frank to edit before then, and a final copy for the Board at the February Board Meeting.

Encl. Statistics
Draft FY15 Summary Budget