

FY23 YEAR TO DATE BUDGET REPORT

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
0161051	510111	FULL TIME SALARIES	1,726,020	0	1,726,020	353,931.63	0.00	1,372,088	20.50
0161051	510112	PART TIME SALARIES	682,142	0	682,142	138,957.53	0.00	543,184	20.40
0161051	510130	OVERTIME	30,000	0	30,000	9,267.80	0.00	20,732	30.90
0161051	510141	SHIFT DIFFERENTIAL	3,719	1,250	4,969	1,016.25	0.00	3,953	20.50
0161051	510143	LONGEVITY	29,202	-1,250	27,952	6,103.30	0.00	21,849	21.80
0161051	510190	CLOTHING ALLOWANCE	2,925	0	2,925	1,462.75	0.00	1,462	50.00
		Total 0161051 LIBRARY - PERS. SVCS.	2,474,008	0	2,474,008	510,739.26	0.00	1,963,269	20.60
0161052	520211	ELECTRICITY	147,897	0	147,897	26,982.69	83,117.31	37,797	74.40
0161052	520213	GAS	40,347	0	40,347	618.63	23,381.37	16,347	59.50
0161052	520240	OFFICE EQUIPMENT MAINTENANCE	18,029	0	18,029	1,786.40	2,610.79	13,632	24.40
0161052	520241	BUILDING MAINTENANCE	44,451	2,558	47,009	5,263.82	4,333.52	37,412	20.40
0161052	520244	COMPUTER MAINTENANCE	119,889	6,852	126,741	28,683.43	59,642.03	38,415	69.70
0161052	530327	REGIONAL LIBRARY SERVICES	81,673	0	81,673	81,673.00	0.00	0	100.00
0161052	530342	COMMUNICATIONS - POSTAGE	1,700	0	1,700	0.00	1,700.00	0	100.00
0161052	530383	PROGRAM SERVICES	9,000	0	9,000	1,650.00	470.00	6,880	23.60
0161052	540421	OFFICE SUPPLIES	12,000	0	12,000	470.67	8,371.26	3,158	73.70
0161052	540422	PRINTING & FORMS	6,400	0	6,400	1,749.22	3,125.00	1,526	76.20
0161052	540425	PROGRAM SUPPLIES	750	0	750	158.88	60.24	531	29.20
0161052	540430	BUILDING MAINTENANCE SUP.	17,860	3,999	21,859	156.31	6,358.09	15,344	29.80
0161052	550511	BOOKS	481,000	0	481,000	110,160.04	206,509.01	164,331	65.80
0161052	550512	BOOK PROCESSING	45,000	0	45,000	2,848.83	14,086.12	28,065	37.60
0161052	570710	IN STATE TRAVEL	500	0	500	0.00	0.00	500	0.00
0161052	570730	DUES & SUBSCRIPTIONS	1,300	0	1,300	0.00	1,300.00	0	100.00
0161052	570735	PROJECT LITERACY/TOWN	10,800	0	10,800	2,248.43	0.00	8,552	20.80
0161052	570785	COMMITTEE EXPENSES	2,600	0	2,600	0.00	450.00	2,150	17.30
0161052	570787	STAFF DEVELOPMENT	10,000	0	10,000	1,689.40	750.00	7,561	24.40
		Total 0161052 LIBRARY - EXPENSES	1,051,196	13,408	1,064,604	266,139.75	416,264.74	382,200	64.10
0161058	580840	BUILDING RENOVATIONS	81,000	51,919	132,919	0.00	54,186.00	78,733	40.80
0161058	580870	REPLACEMENT OF EQUIPMENT	20,000	0	20,000	1,327.12	0.00	18,673	6.60
		Total 0161058 LIBRARY - CAPITAL	101,000	51,919	152,919	1,327.12	54,186.00	97,406	36.30
		Grand Total	3,626,204	65,327	3,691,531	778,206.13	470,450.74	2,442,874	33.80

WATERTOWN FREE PUBLIC LIBRARY EXPENDITURE BREAKDOWN FY23

FY23 1st QUARTER BUDGET BREAKDOWN

0161052 570735 PROJECT LITERACY

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
CAMBRIDGE UNIVERSITY PRESS	\$ 348.74	MATERIALS
AIMEE LAMBERT	\$ 1,899.69	REIMBURSEMENTS
TOTAL	\$ 2,248.43	

0161052 570787 STAFF DEVELOPMENT

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
JOINT COUNCIL OF LIBRARIANS OF COLOR	\$ 350.00	QUINCY KNAPP REGISTRATION
LIBRARY JOURNALS LLC	\$ 1,339.40	CONFERENCE REGISTRATIONS
TOTAL	\$ 1,689.40	

0161052 540430 BUILDING MAINTENANCE SUPPLIES

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
GRAINGER	\$ 66.10	SUPPLIES
HILLYARD, INC	\$ 57.80	CARPET EXTRACTOR PORT COVER
NORTHEAST ELECTRICAL DISTRIBUTORS	\$ 32.41	ELECTRICAL SUPPLIES
TOTAL	\$ 156.31	

0161052 540425 PROGRAM SUPPLIES

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
AMAZON.COM	\$ 158.88	ADULT PROGRAMMING SUPPLIES
TOTAL	\$ 158.88	

0161052 540422 PRINTING

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
MINUTEMAN PRESS	\$ 1,720.00	NEWSLETTER PRINTING
STAPLES ADVANTAGE	\$ 29.22	BUSINESS CARDS
TOTAL	\$ 1,749.22	

0161052 540421 OFFICE SUPPLIES

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
AMAZON.COM	\$ 208.30	OFFICE SUPPLIES
DEMCO	\$ 91.35	SIGN HOLDERS
MARK ESSLINGER	\$ 100.58	NAME TAGS
WB MASON	\$ 70.44	OFFICE SUPPLIES
TOTAL	\$ 470.67	

WATERTOWN FREE PUBLIC LIBRARY EXPENDITURE BREAKDOWN FY23

0161052 530383 PROGRAM SERVICES

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
LUCIOLA VILLEIA BOUCHER	\$ 500.00	CHILDREN'S PROGRAMMING
FRED GRIFFETH	\$ 250.00	CHILDREN'S PROGRAMMING
MATTHEW HEATON	\$ 150.00	CHILDREN'S PROGRAMMING
VANESSA ROLSAD TRIEN	\$ 450.00	CHILDREN'S PROGRAMMING
MARCOS VALLES	\$ 300.00	CHILDREN'S PROGRAMMING
TOTAL	\$ 1,650.00	

0161052 520244 COMPUTER MAINTENANCE

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
AMAZON.COM	\$ 18.60	COMPUTER MAINTENANCE SUPPLIES
BIBLIOTHECA LLC	\$ 7,889.00	ANNUAL SERVICE CONTRACT
CAITLIN BROWNE	\$ 361.91	REIMBURSEMENTS
DELL COMPUTER CORPORATION	\$ 6,851.84	HATCH LAPTOPS
HUB TECHNICAL SERVICES LLC	\$ 840.20	CHROMEBOOK LICENSES
PCNS LLC (APOGEE)	\$ 10,686.00	MONTHLY CONTRACT/IT SERVICES
T-MOBILE USA, INC	\$ 971.53	HOT SPOT SERVICE
VERIZON WIRELESS	\$ 1,064.35	BOOKMOBILE WIFI/HOTSPOT SERVICE
TOTAL	\$ 28,683.43	

0161052 520241 BUILDING MAINTENANCE

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
MECHANICAL AIR CONTROLS	\$ 3,490.07	HVAC SERVICE
SAS SPECIAL AGENT SYSTEMS INC	\$ 780.00	SECURITY MONITORING
ANTHONY VANARIA AND SONS	\$ 993.75	MONTHLY LANDSCAPE MAINTENANCE
TOTAL	\$ 5,263.82	

0161052 520240 EQUIPMENT MAINTENANCE

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
AMAZON.COM	\$ 411.21	HATCH SUPPLIES
CANON SOLUTIONS AMERICA	\$ 172.93	PHOTOCOPIER CONTRACTS
COMCAST	\$ 282.28	HATCH INTERNET
CHERYL MOREAU	\$ 20.98	HATCH REIMBURSEMENT
PAMELA MORGAN	\$ 899.00	MICROREADER/SCANNER CONTRACT
TOTAL	\$ 1,786.40	

0161058 580870 EQUIPMENT REPLACEMENT

<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
DELL COMPUTER CORPORATION	\$ 1,327.12	HATCH LAPTOPS
TOTAL	\$ 1,327.12	

FY23 Funds and Grants

Fund or Grant	7/1/2022	Available to spend balance as of 7/2/2022	Deposits YTD	Expended YTD	Current available balance	Notes
Book Funds						
Pratt (includes Pratt Stock)	140,049.22	9,706.08	(788.06)	-	9,706.08	80% of int on periodicals
Whitney	3,353.88	3,353.88	(34.81)	-	3,319.07	
Mead	5,937.88	2,937.88	(67.18)	-	2,870.70	
Charles	2,625.18	2,425.18	(27.94)	-	2,397.24	Armenian History books
Barry	3,364.91	3,364.91	(39.63)	-	3,325.28	
McGuire	3,084.76	2,084.76	(43.47)	-	2,041.29	
W. Pierce	23,645.88	3,645.88	(261.88)	-	3,384.00	
MacDonald	9,312.26	4,312.26	(108.66)	-	4,203.60	Grief related books
O'Reilly	10,318.05	9,818.05	(109.80)	-	9,708.25	Fiction
Stone	3,679.81	3,679.81	(39.16)	-	3,640.65	
Campbell	5,382.56	4,382.56	(57.27)	-	4,325.29	Large print books
Santoro	2,266.77	666.77	(24.12)	-	642.65	Art
Brown	2,557.12	1,557.12	(27.83)	-	1,529.29	Sci-fi books
Keith	4,100.49	3,100.49	(43.64)	-	3,056.85	Wat history books
Drucker	2,950.48	2,950.48	(31.40)	-	2,919.08	Humanities books
Special Gifts	45,007.45	45,007.45	19,575.96	279.98	64,303.43	Unrestricted
- Cohen Fund	8,799.45	8,799.45	-	-	8,799.45	Cookbook and Mysteries
- Makerspace Fund	6,301.16	6,301.16	-	1,211.83	5,089.33	Makerspace expenses
- Bookmobile Fund	13,335.00	13,335.00	-	1,587.16	11,747.84	Bookmobile expenses
Other Funds & Grants						
Kaveny	36,772.83	8,401.34	(391.25)	-	8,010.09	Benefit of the library
Masters	4,473.44	1,766.44	(47.60)	-	1,718.84	Trustees discretion
B. Pierce	1,359.62	1,359.62	(20.19)	-	1,339.43	Trustees discretion
LIG/MEG	195,397.22	195,397.22	49,950.00	95.99	245,251.23	
Revolving Printing Account	8,070.51	8,070.51	3,067.67	-	11,138.18	
Friends of Project Literacy Fundraising	42,098.59	42,098.59	13,006.00	1,756.78	53,347.81	
McCall Gift Fund	52,725.54	52,725.54	-	200.62	52,524.92	For children's dept only

MONTH ENDING	BEG BAL	ADDED	WITHDRAWN	INTEREST / DIVIDENDS	INVESTMENT MKT VAL ADJ	VERIZON DIVIDENDS	VERIZON STOCK MKT VAL ADJ	END BAL	CASH HELD FOR INV	CASH AVAILABLE FOR SPENDING	INV	
FY20 BAL FWD	203,784.66							\$ 228,632.81	\$ -	\$ 42,845.64	\$ 160,929.02	
31-Jul	203,784.66			31.32	668.46		(14,751.60)	\$ 189,732.84	\$ -	\$ 43,545.42	\$ 146,177.42	10.00
31-Aug	189,732.84			2,187.47	(1,238.29)		(14,169.30)	\$ 176,512.72	\$ -	\$ 44,494.60	\$ 132,008.12	
30-Sep						-		\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
31-Oct								\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
30-Nov								\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
31-Dec								\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
31-Jan								\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
28-Feb								\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
31-Mar								\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
30-Apr								\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
31-May								\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
30-Jun								\$ -	\$ -	\$ 44,494.60	\$ 132,008.12	
FY23 TOTAL		-	-	2,218.79	(569.83)	-	(28,920.90)	\$ 176,512.72	-	44,494.60	\$ 132,008.12	10.00

FUNDS USED TO PURCHASE ADDITIONAL SHARES

Burke			
	Allocated	Expenditures	Available
Teen Materials	\$ 2,813.00	\$ -	\$ 2,813.00
Teen Programming	\$ 2,848.00	\$ (118.73)	\$ 2,729.27
Children's Materials	\$ 1,406.00	\$ -	\$ 1,406.00
Children's Programming	\$ 8,862.00	\$ (4,326.64)	\$ 4,535.36
Adult Materials	\$ 1,406.00	\$ -	\$ 1,406.00
Adult Programming	\$ 4,115.00	\$ (735.57)	\$ 3,379.43
Museums	\$ 5,000.00	\$ (1,300.00)	\$ 3,700.00
Movie Licenses	\$ 1,675.00	\$ (312.68)	\$ 1,362.32
Total	\$ 28,125.00	\$ (6,793.62)	\$ 21,331.38

FY23 HATCH Summary

	July 1 Allocation	Adjustments (new funds added)	Encumbrances	Expenditures	Available funds
Special Gifts	\$ 375.92	\$ -	\$ -	\$ -	\$ 375.92
LIG/MEG	\$ -	\$ -	\$ -	\$ -	\$ -
Building Committee	\$ 775.00	\$ -	\$ -	\$ (563.03)	\$ 211.97
Watertown Commuty Foundation Grant	\$ 5,925.24	\$ -	\$ 400.00	\$ (1,325.37)	\$ 4,199.87
City Budget: Equip. Maint.	\$ 14,680.00	\$ -	\$ 1,692.26	\$ (971.58)	\$ 12,016.16
Burke	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 21,756.16	\$ -	\$ 2,092.26	\$ (2,859.98)	\$ 16,803.92



123 MAIN STREET WATERTOWN, MA 02472
617.972.6434 • WATERTOWNLIB.ORG

TO: Library Board of Trustees
FROM: Caitlin Browne, Library Director
DATE: September 28, 2022
RE: Donations

The following donations were received in September:

\$1,000 from Watertown Public Schools for Project Literacy Parent Summer Classes

\$10 from Margaret Pierce

\$2000 from the Friends of Project Literacy



123 MAIN STREET WATERTOWN, MA 02472
617.972.6434 • WATERTOWNLIB.ORG

TO: Trustees
FROM: Caitlin Browne, Director
DATE: September 28, 2022
RE: Request Refreshments for Hatch Volunteer Event

Hatch volunteers are having a Halloween volunteer event and Amelia would like to provide pizza and refreshments. I request up to \$200 from special gifts for this purpose.

TO: Library Trustees
FROM: Caitlin Browne, Library Director
DATE: September 28, 2022
RE: Director's Report

Staffing

On September 19 we welcomed both Theresa Maturevich, Assistant Director, and Madeleine Wright, Children's Librarian. On September 27 we welcomed Claudia Basaldúa to the circulation department. This brings us to full staff for the first time since February!

Bookmobile

What we've learned so far:

- People seem bashful to come up to the bookmobile if they aren't there specifically for it, so scheduled stops and visits at events have been most successful so far.
- The bookmobile is doing what is supposed to do! The numbers for September aren't in yet, but at one event alone we made 15 new library cards!
- We need to figure out a long-term plan for staffing. Some stops 1 person is sufficient, but more often at least two people are required.

Upcoming stops:

- 10/5 Joyce Munger Apartments
- 10/8 Watertown Youth Soccer at Filippello Park
- 10/11 Woodland Towers (second visit)
- 10/20 Cunniff Elementary Multicultural Fair
- 10/21 WHA Spooktacular event
- 10/22 Meet the Bookmobile here with the Children's Room (morning)
- 10/22 Elan Union Market Apartments (afternoon)
- 10/28 WHA Spooktacular event (different location)

The bookmobile continues to impress! Waltham Public Library is reeling with envy over our Speed Reader. They took a field trip to get a tour last week and are hoping to bring their own bookmobile to the people in Waltham.

We have statistics tracking set up and I will share the number with you at future meetings.

Information Technology

The next project that brings us toward integration with City IT will be a change to our network settings so that OneDrive properly syncs. This will allow us to take full advantage of the Microsoft 365 suite. This project will be implemented by Apogee and City IT at the end of October or beginning of November.

City Meetings

On 9/28 I attended the City Council's Committee on Human Services meeting regarding the draft RFP for a Health and Human Services Needs Assessment. I voiced that I would like to see the library included in the interview process when a consultant is hired to do the assessment.

I will attend the Comprehensive Plan Workshop on Thursday 9/29.

I attended the Watertown Commission on Disability meeting on 9/21 to update them on the \$600 we needed to repurpose. They are enthusiastically in favor of our proposal to host a 4 week ASL course for the community in January, run by our own Sean McCauley, one of the pages.

Collective Memory Project

Our pivot seems to be paying off. Just days after we started promoting our call for volunteers we have at least 3 highly qualified and interested people jumping in to help. Please continue to help us promote the project.

Staff Development

All Department Heads will be attending a three-week online course [on Equity-Centered Library Leadership](#) offered through the Public Library Association.

Allie Frye and Quincy Knapp went through Narcan training. Staff from Watertown Housing Authority invited us to attend the training provided by the Watertown Police Department.

Minuteman Library Network

Theresa and I had Phil McNulty, Executive Director of MLN, here to the library to discuss our current operations and needs.

I attended the quarterly MLN Membership Meeting on 9/21 at Central Site in Natick. Of note:

- We had a presentation from officials at Massachusetts Board of Library Commissioners, Massachusetts Library System, and Massachusetts Library Association regarding the current state of book bans and challenges across the country. They focused on the

different assistance each individual organization is able to provide regarding this subject.

- MLN is gearing up to review our current Integrated Library System (ILS), Sierra, and to decide if we want to renew our contract with them. Also under consideration is the Online Public Access Catalog (OPAC).

TO: Library Trustees
FROM: Caitlin Browne, Library Director
DATE: September 28, 2022
RE: Changes to Reconsideration of Library Materials

Attached you will find proposed changes to the Reconsideration of Library Materials section of the WFPL Collection Development policy. I recommend that highlighted changes be made to the policy. I also recommend removing the "Organization" check box from the Reconsideration form. Thank you for your consideration.

CURRENT LANGUAGE

Reconsideration of Library Materials

The WFPL recognizes that some materials are controversial and that at any given time an item may offend some patrons. Selection of materials will not be made based on approval or disapproval but solely on the principles stated in this collection development policy. Library materials will not be marked or identified to show approval or disapproval of their contents, and no library material will be sequestered except to protect it from injury or theft.

The WFPL adheres to and supports the Library Bill of Rights (Appendix B) and the Freedom to Read Statement (Appendix C) which state that censorship is purely an individual matter. While anyone is free to reject books and other materials he/she does not approve of for him or herself, an individual cannot exercise this right of censorship and restrict the freedom of other persons to read or use library materials.

Responsibility for supervising children's use of the library and library materials rests with parents or legal guardians. At no time will the library staff act *in loco parentis*. Selection of library material will not be inhibited by the possibility that materials may come into the possession of children.

Patrons requesting material be withdrawn from the collection may complete a [Request for Reconsideration of Library Materials form](#) (Appendix A). These are the steps in the Reconsideration process. During this process the library material remains in the library collection.

1. The request for reconsideration will be addressed in writing by the Library Director within ten (10) business days.
2. The Library Director may wish to investigate the content of the item in question or he/she may assign a panel of Library staff members to evaluate the item in question. This will be completed in no more than thirty (30) business days of the initial request for reconsideration.
3. The panel's recommendations will be considered, and the Library Director's final decision will be mailed to the patron.
4. Patrons may appeal the decision of the Library Director to the WFPL Board of Trustees. An appeal must be made in writing and delivered to the Library Director.
5. Upon receipt of the written appeal, discussion of the appeal will be scheduled on the agenda of the next regularly scheduled meeting of the Library Board of Trustees. Their decision will be final.

PROPOSED CHANGES

Reconsideration of Library Materials

The WFPL recognizes that some materials are controversial and that at any given time an item may offend some patrons. Selection of materials will not be made based on approval or disapproval but solely on the principles stated in this collection development policy. Library materials will not be marked or identified to show approval or disapproval of their contents, and no library material will be sequestered except to protect it from injury or theft.

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Responsibility for supervising children's use of the library and library materials rests with parents or legal guardians. At no time will the library staff act *in loco parentis*. Selection of library material will not be inhibited by the possibility that materials may come into the possession of children.

Concerns about materials offered at the Watertown Free Public Library may be expressed by completing a [Request for Reconsideration of Library Materials form](#) (Appendix A) and returning it to the Library Director at 123 Main St, Watertown, MA 02472. Patrons submitting a Request for Reconsideration will be given a copy of this collection development policy; the ALA Library Bill of Rights the ALA Freedom to Read Statement, and the ALA Freedom to View Statement (Appendices B, C, D). Anonymous submissions will not be considered, nor will submissions from individuals or stakeholders not residing in Watertown, Massachusetts. During this process the library material remains in the library collection.

A request for reconsideration will be reviewed by the Library Director or their designee, who will respond in writing to the patron initiating the request. The patron may choose to appeal the decision to the Board of Trustees. Such appeal must be made in writing and delivered to the Library Director. The decision of the Board of Trustees will be final. Once a title or material has undergone the reconsideration process it will not be reviewed for reconsideration again within the following 12 months.



Watertown Free Public Library Request for Reconsideration of Library Material

Name: _____

Address: _____

Phone: _____

Email: _____

Representing: ☐ Self ☐ Organization *(please name)* _____

Author: _____

Title: _____

Publisher: _____

Type
of Material: ☐ Book ☐ Magazine ☐ Video ☐ Other

1. Have you read the Library's Collection Development Policy? ☐ Yes ☐ No *(please do so)*

2. Did you read, view or listen to the entire material? ☐ Yes ☐ No

3. To what in this material do you object? *(please be specific and cite pages)*

4. What do you feel might be the result of reading, viewing, or listening to this material?

5. Have you read any professional reviews of this item? If yes, please list below:

6. What action do you suggest we take with this item?

7. What could we add to the collection to represent your point of view? _____

Signature / Date: _____ / _____ / _____

TO: Trustees

FROM: Caitlin Browne, Director

DATE: September 28, 2022

RE: Watertown Public Arts and Culture Committee Request for After Hours Event

I received the request below from Liz Helfer on behalf of the Watertown Public Arts & Culture Committee and I bring it to you for your consideration. If the Trustees approve this request, I recommend the following terms and conditions:

1. A signed agreement with WPACC that outlines the responsibilities of WPACC for the event which may include but not be limited to: adequate WPACC staff/volunteers to ensure the guests stay in designated areas, collect tickets, and monitor doors, set up/breakdown, dispose of food and trash debris, vacate the library by 9 pm sharp
2. One library staff member present (me)
3. Custodial coverage (+4 hours OT min)

The Watertown Public Arts & Culture Committee launched Edible Watertown in Summer of 2022, a long-term interdisciplinary project that promotes awareness of our local environment through community engagement and the artistic and scientific exploration of plants native to Watertown. Edible Watertown aims to uplift the importance of native flora and their ecosystems to connect people with the environment right outside their door. The community connections created by this local movement, in response to the global issue of climate change, will encourage us all to be better stewards of the environment and increase recognition of the known natural gifts in our community.

In "Edible Watertown: Plants of Our Past" ten artists were selected to each create a 2-dimensional artwork, one for each of 10 edible wild plants in Watertown:

1. Connie Henry - Bearberry
2. Niloufar Keyhani - Bee Balm
3. Patti Murphy - Daylily
4. Jaclyn Kain - Garlic Chives
5. Cat Bennett - Mountain Mint
6. Kate Martens - Wintergreen
7. Carol Leonesio - Mayapple
8. Debajyoti Biswas - Red Bud
9. Marija Draskic Brancazio - Elderberry
10. Donna Calleja - Huckleberry

The completed artwork will be on display in Watertown through January 31st at the following locations:

Saturday, September 24	Faire on the Square
October 4 – November 18	Till Wave Gallery
December 7 – December 31	Mosesian Center for the Arts
January 3 – January 31	Watertown Free Public Library

The exhibition cycle will culminate in the auction of the ten original artworks, with 50% of the proceeds going to the artist and 50% going to "Plants of Our Present" the next iteration of this project. The Public Arts & Culture Committee (PACC) would like to host the auction in-person at the library in an after-hours ticketed event. Tickets would be free but limited to 100 people. Ideally, the event would be restricted to the 2nd floor exhibit space and surrounding spaces with light refreshments served (no alcohol). The PACC envisions a Saturday event on January 21st or 28th from 6:30-8:30 pm."