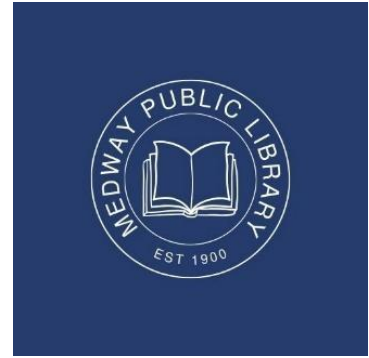


Medway Board of Library Trustees
Minutes
Friday, June 20, 2025 @ 10 a.m.
Via Zoom



Members Present: Susan Alessandri, Nutan Mathew, Nicole Haberman, Lisa Sheehan, Naomi Price

Members Absent: None

Others Present: Members of the public, Diane Busa - Library employee, Margaret Perkins - Library Director, Ivana Aguilar - Librarian

1. Call to order- 10:00 a.m.
2. Public Comment - Ms. Diane Busa asked if the Trustees would allow any of the staff to participate in the next agenda items. Ms. Alessandri responded that today they were speaking more about the process, but part of that discussion will be about where staff fits in the process. Ms. Busa asked if they would be allowed input. Ms. Alessandri responded that they would love answers to any questions they had and would welcome ideas.
3. Discussion & Vote: Library Director search plan & interim plan - Ms. Price stated that the MBLC information that Ms. Alessandri had passed around was helpful in outlining steps and documentation that needed to be filed. Ms. Alessandri did file documentation about Ms. Perkins' resignation. Ms. Alessandri reported that the issue at hand is Ms. Perkins' last day is June 27, which is before the next Trustees meeting. The Trustees need to figure out an interim plan. Ms. Alessandri stated that the library does not have an assistant director to take over responsibilities. Ms. Snowden would be the next option, but she is currently not available. Ms. Mathew stated that Ms. Aguilar would be the next in line as an employee who has their MLIS. Ms. Alessandri stated that in speaking with Ms. Aguilar the other day, she had no interest in stepping in as acting director. Ms. Busa clarified that the staff had spoken with Ms. Aguilar and Ms. Busa believed Ms. Aguilar would take on the role if it were in an interim role and it would help bridge to hiring a new director. Ms. Sheehan asked about the credentials the interim director would need as there is no telling how much time it will take to hire the new director. Ms. Haberman recommended that the search process conversation should pause, and the Trustees should put together a two week plan to make sure the library can function on a day to day basis for the short term while the Trustees figure out the search process. Ms. Alessandri informed that the MBLC said the interim does not have to be credentialed and could be any other municipal employee even outside the library. Ms. Price commented that the best case scenario would be a credentialed

person. Ms. Alessandri reported she is meeting with Ms. Perkins on Monday to get imperative information about what needs to get done on a day to day basis for the library to function like payroll. Ms. Busa stated that Ms. Aguilar is currently on the Zoom call but has no audio to be able to respond. Ms. Aguilar has informed that she is ok with being the interim director. The Trustees were concerned that in naming an employee as an interim, that employee's regular job responsibilities are then left unattended, leaving a large gap in what gets done in the library. Ms. Alessandri stated that human resources informed her that the Trustees need to be sure that payroll and payables are taken care of. Ms. Haberman suggested that they utilize a current library employee to learn from Ms. Perkins over the next 7 days. Then, they could take over the basic day to day responsibilities of the library for a short term period before an interim is hired. They may have to pay this employee a stipend if their hours increase in taking on new responsibilities. Ms. Mathew stated she would like to have a conversation about who they would like for an official interim at the July 1st Trustees meeting.

Ms. Haberman made a motion for the Trustees to offer Ivana Aguilar the interim-interim position, seconded by Ms. Mathew, approved by all.

Ms. Alessandri made a motion that if there are budgetary consequences, the Trustees accept those consequences, seconded by Ms. Mathew, approved by all.

Ms. Haberman suggested a weekly stipend for the position. Ms. Alessandri will check with Town Hall and the union on this issue.

Ms. Sheehan made a motion authorizing the chair, Susan Alessandri, to negotiate the position with Ms. Aguilar, seconded by Ms. Haberman, approved by all.

The Trustees will all think about what they each want from a new library director by the July 1st Trustees meeting using the MBLC worksheet. The Trustees will also discuss updating the language of the job description of the library director as well as the next phase of the search.

4. Time reserved for topics that the Chair did not reasonably anticipate would be discussed. - Ms. Price commented that the open meeting law training was very informative. Ms. Price stated that she believed it would be helpful to give a brief description of the requirements of the open meeting laws at the next Trustees meeting so they are documented and would also inform the public the reasoning behind certain Trustee decisions. Ms. Alessandri stated that Mr. Reich gave permission to hand out the Powerpoint on open meeting law that they received to help inform the public. The Trustees decided to have the July 1st meeting via Zoom.
5. Adjournment- 10:51 a.m.