

Medway Board of Library Trustees
Minutes
Regular Monthly Meeting
July 1, 2025 @ 7 p.m.
Medway Public Library
Via Zoom:



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

Members Absent: None

Others Present: Ivana Aguilar - Interim Library Director

1. Call to order - 7:00pm
2. Approval of June 3, 2025 & June 20, 2025 minutes - Approved with revisions
3. Thank You & Farewell to Margaret Perkins - Ms. Alessandri read a statement thanking Ms. Perkins for her service to the library and wishing her well in her retirement.
4. A note on Public Comment - Ms. Price spoke about the Open Meeting Laws in order to help the public understand why certain aspects of the meeting are performed the way they are. Ms. Price explained how the Open Meeting Laws impact specifically the public comment portion of the meeting. Ms. Price informed that if the public wants something to be discussed by the Trustees, they can submit it to possibly be added to the meeting agenda.
5. Public Comment - There was no public comment.
6. Friends of Medway Public Library report - Ms. Corinne Fahey updated the Trustees on the programs the Friends have funded since the last meeting. These include: the summer reading baskets, dinner with King Tut virtual program, the autism advocacy and allyship, the middle school hangout, the Makerspace, Momo, and adding new DVDs to the library collection. Coming up, the Friends is funding a magician on July 15 at 12pm-1:45. The Friends also expressed their gratitude to Ms. Perkins for her work with the Friends over the years.
7. Discussion & Vote – Appointment of Liaison to Friends of MPL - Ms. Alessandri nominated Ms. Price as the liaison to the Friends, seconded by Ms. Sheehan, and approved by all.
8. Discussion & Vote – Library Director search, interim plans & other staffing - Ms. Aguilar has taken over as interim library director. Ms. Price asked about the formation of a search committee to hire the new director. Ms. Alessandri informed that through her

discussion with the town, it is in the Trustees bylaws that they put the candidate they've chosen as director forward to the town who then does the interviewing and hiring. Therefore, the Trustees would be considered the search committee. Ms. Aguilar stated that the Trustees handbook recommends that there are other individuals that could be part of a search committee like a member of the public, a staff member, a member of the Friends, etc... Ms. Haberman stated that she felt it would be valuable to include some of these members in a search committee, but that the Trustees could go through the applicant resumes and then submit a selected few to the search committee to consider. Ms. Alessandri stated that Cheryl from Human Resources recommended that a staff member from the library not be on the search committee since the person being hired would then be their boss. Ms. Sheehan asked for Ms. Alessandri to get more guidance from the town on how to involve stakeholders in the hiring process. Ms. Alessandri stated she thought of possibly meeting with the library staff to get their input as a whole on the director position. Ms. Sheehan also asked Ms. Alessandri to check with Mr. Reich about how to navigate interviewing a candidate as Trustees in accordance with Open Meeting Law. The Trustees discussed recent vacancies as a result of 3 part-time librarians resigning. Ms. Aguilar and the Trustees discussed the option of using Bibliotemps to help with the part-time positions vacancies in the interim. Ms. Aguilar stated another option would be to increase the substitutes the library has to fill in those vacant spots temporarily. The Trustees entrusted Ms. Aguilar to hire one of the part-time positions. *Ms. Sheehan made a motion to have Ms. Mathew write a draft of the Director job description, then send it to all Trustees to edit, and then have Ms. Mathew compile a new description with the feedback, seconded by Ms. Alessandri, approved by all.* The Trustees decided to meet on Tuesday, July 15th to review the job description.

9. Discussion & Vote – Patron Behavior Policy - The Trustees discussed the behavior of one patron who has been rude and disruptive since they've joined the library. The staff has had to deal with the patron on multiple occasions and is feeling uncomfortable in doing so. Ms. Alessandri will draft a policy to be discussed at the next meeting. In the interim, the Trustees stated that Ms. Aguilar can do what she feels necessary to ensure the library is a safe environment for staff and the public.
10. Discussion & Vote – Trustee Bylaw revision - *Ms Haberman made a motion to approve the revised bylaws, seconded by Ms. Mathew, and approved by all.*
11. Discussion & Vote – Trustee bios & photos for website - The Trustees discussed posting bios and photos of each Trustee in the library website for the benefit of the public and transparency. The Trustees decided not to post photos and bios at this time.
12. Discussion – Privacy Policy - Ms. Alessandri stated she'd like to draft a privacy policy over the next month or so and requested Trustee feedback and ideas if they had any.
13. Discussion – Gift Policy: adding to the existing book/media gift policy - The Trustees discussed the gift policy and potentially adding language to the existing policy about other types of gifts the library may receive.
14. Incident Reports - Outside of the disruptive patron there were no incidents to report.
15. Budget Report - Ms. Aguilar has been briefed on the budget process by Ms. Perkins.

16. Time reserved for topics not reasonably anticipated by chair - Ms. Alessandri stated that she was informed by HR that the Trustees were brought up a number of times in exit meetings of library employees who have resigned. One thing was that the employees stated they were told or inferred that they cannot talk to or about the Trustees. The second was that the Trustees were not happy with the type of patrons they had at the library and wanted to eliminate children from the library. The Trustees were taken by surprise at both these things and thought they were a result of a misunderstanding or misinterpretation of what they had talked about at previous Trustee meetings.
17. Adjournment - 9:09 p.m.