



REPORT FROM LIBRARY DIRECTOR

January 6, 2026

Personnel / Administration: Interviews will start for the Assistant Director/Youth Librarian and Technical Services Librarian this week. The job postings for the Programming & Outreach Librarian and the Circulation Supervisor have gone up and we are excited to get these roles hired!

Finance: I have officially submitted the budget for FY27! I included an additional document where we go into a bit more detail explaining the need for our programming budget. Our hope is that with the help of our Municipal Budget, Donations, State Aid, and budget agreement from the Friends of the Library we can continue to expand what we offer our community. In looking over our budget for the last six months of the fiscal year, we seem to be over in our book budget which is not necessarily a bad thing, but something I will keep an eye on.

Another line item I am looking at closely is the Part Time Salary. Due to our loss of FT staffing a couple of months ago, our part-timers stepped up and took on additional hours which we didn't exactly budget for. Again, not something I am too worried about, but something to keep in mind when comparing this year's budget with last year's. Full Time staff will be taking on some desk shifts, both to level out our budget but also so they can have constant interaction with our community.

We have also received part of our State Aid funds which is now reflected in our Budget Report.

Library Services: We received a favorite pass for the season: Winter Skate at Patriot Place! This should be live soon on our website. We are also brainstorming on what other museum passes to obtain.

Youth Services: Youth programs have been running strong at Medway Public Library! We put a lot of energy into making Winter Break events to meet the needs of our families and -although we're only a couple of days into the second week- we've seen more families use the space and attend events!

Over 20 folks attended our Family Bingo afternoon on Tuesday December 30th, and 15 folks attended our Family Felting event, while 6 folks attended Late Morning Legos. We had a full Construct a Gingerbread program capped at 15 people in early December, and were able to call in two waitlisted families when a couple folks cancelled at the last minute. The families were very grateful and everyone who attended had an awesome time. We even got to see a Gingerbread Storage Unit- what creativity! We ended up having leftover supplies and, for future events, would create a larger cap. The extra supplies were used to throw an impromptu

Construct a Gingerbread House challenge during the following Middle School Wednesday, which was a blast!

We continue to have anywhere from 6-20 folks at each morning story hour, with Friday as our busiest day. Our afternoon story hour has a few folks but we may look to change the day or offer different programming as we onboard and hire for new staff- we will make similar changes to Lego Club/Crafty Crew which will alternate on Tuesday afternoons for January-March. Santa joined us for an exciting story and picture time on December 17th that had over 40 patrons (with only a couple of Claustrophobic kiddos) and Medway Marches used the Cole Room for an incredible Black Santa/Winter Holiday event! We hope to partner more closely with this group in the near future.

Technical Services: In December I added more games and puzzles to the Library of Things, as well as worked on the larger Library of Things items. I changed their display to the public, removing the tabs and creating a template that can fit in a DVD case that holds the barcode, name of item, picture of the item, and on the back is a contents list, along with a little description of the item. I also moved where we display the Library of Things to the alcove next to the New items, in cases that previously held music cds. I deaccessioned and moved the CDs so they are facing the audiobooks, so we could use the other side of the case for Library of Things.

Other things worked on were finishing the DVD project of splitting up different types of DVD (TV, Juvenile, etc), as well as some changes to the Juvenile collection. We are removing the Changing the World collection and adding those items to their normal collections (Fiction, Non-Fiction or Biography), as well as spreading out the Easy Biography to the shelves that house the counting, alphabet, and Mother Goose books. The Mother Goose collection is small, we will be putting them in the regular Easy collection, but the Alphabet and Counting Easy books will be put in the Who Will Win drawer next to the children's play area. This way we can still have the collections accessible, but we can get more space for the growing Easy Biography section.

In January, I will be continuing to work with the Library of Things, as well as work on a procedure for our circulation librarians so the checkout process for these items is much more straightforward and easy to manage. I also hope to work with the Youth Librarian on the Juvenile and Young Adult collections to make them more browsable and collections that those patron bases want to choose more books from.

Makerspace: People are eager to have someone hired for the role—us too! We have had many people reach out wanting to volunteer in the Makerspace in many capacities which we will definitely be exploring. As always, the space is used quite a bit for all the crafting supplies and we have people using the sewing machines and the video converters.

Programs: The staff has continued to step up and run consistent adult programs like Color Me Chill, Junk Journaling, Adult Game Night, and Chess Club. We are systematizing the logistics around these programs to make it easier for both staff and community volunteers to host a

program. While Jane Austen's Birthday Party had more folks than expected (around 20 people), Holiday Card-Making had a lower turnout than registered folks (5 people). We had some difficulty getting in contact with our presenter so we promoted the program later than we would have liked. However, we are unsure about the popularity of the Friday afternoon time (1-4 pm). While folks liked the idea of card-making, we have connections to more affordable creative programmers that we will connect with for future events.

We are in search of connections to on-going programmers, specifically musicians for our monthly concert series sponsored by the Friends of Medway, and for summer reading tied to the theme "Plant a Seed; Read". Our first concert will be Tuesday January 27th featuring [Freeman & Higgs Jazz Duo](#) from 8-9 pm. We are excited for our first collaborative program with the Parks and Recreation department [Wednesday January 28th featuring the World of Owls!](#) This partnership allows us to be intentional with our programming, as Parks and Recreation offers alternating elementary/middle school programming each half day, allowing us to program for the other group.

Finally, we have our community art show "The People's Gallery" on display now in the conference room and next to the YA nonfiction section/computer area. About 15 submissions from local community members varying in medium and theme were celebrated with an art showcase on December 8th, in which artists presented and answered questions about their work (including one of our youth artists!). We will promote these regularly in January on social media until the exhibition closes the first week of February!

Building: The building has been behaving this month, thankfully.

Policy: Currently drafting the Memorandum of Understanding for the Friends, Trustees, and Library staff. Any input is welcome so we can have an MOU that reflects all groups.

Community Partnerships: We have been cleaning out the Library of documents from many Town departments. Each department has picked up many of the 20+ year old documents. Going forward we will only keep 1 print copy and 1 digital copy. Once we hire our Programming & Outreach Librarian we hope to expand our Community Partnerships!

Professional Skills & Meetings:

- Quarterly 1-on-1s with staff members starting week of the 5th
- Department Heads Meeting on the 6th
- Monthly Staff meeting on the 9th

Incidents: On Friday (12/19) we had to call the Non Emergency Police number due to a neighbor's branch breaking because of the strong wind. It was going to fall on our driveway and be a hazard but DPW and the Police came by quickly and took care of it.

Respectfully submitted,
Ivana Aguilar, Director

This month our most popular:

- **Library of Things:** Hotspot
- **Museum Pass:** New England Aquarium
- **DVD:** Ballerina
- **Adult Fiction:** The Academy - Elin Hilderbrand
- **Adult Mystery:** Rage - Linda Castillo
- **Adult SciFi/Fantasy:** The Return of the King - J. R. R. Tolkien
- **Adult Romance:** The Great Big Beautiful Life - Emily Henry
- **Horror:** Carrie - Stephen King
- **Speed Read:** She Didn't See It Coming - Shari Lapena
- **Periodical:** New Yorker 2025
- **Biography:** Careless People - Sarah Wynn-Williams
- **Adult Non Fiction:** The Mesopotamian Riddle - Joshua Hammer
- **Juvenile Fiction:** Cabin Fever - Jeff Kinney
- **Juvenile Graphic:** Yokai Cats - Pandania
- **Juvenile Easy Fiction:** Don't Let the Pigeon Stay Up Late - Mo Willems
- **Juvenile Easy Reader:** Waiting is not Easy! - Mo Willems
- **Juvenile Non Fiction:** All About Diversity - Felicity Brooks
- **Board Book:** Let's Find Yaya and Boo on the Go! - Andrew Knapp
- **Young Adult Fiction:** A Theory of Dreaming - Ava Reid
- **Young Adult Non Fiction:** Teen Skincare - Caroline Hirons
- **Young Adult Manga:** Blue Lock - Muneyuki
- **Young Adult Graphic:** Morgana and Oz - Miyuli
- **Young Adult Biography:** Alexander Hamilton: Revolutionary - Martha Brockenbrough

DecemberFY26						
	Acct FY26	Start Balance	Expen. To Date	End Balance	% Spent	
Salaries - Full Time	5110	\$285,997	\$77,107.86	\$208,889.14	26.96%	
Salaries - Part Time	5111	\$137,120	\$55,293.12	\$81,826.88	40.32%	
Electricity	5211	\$23,000	\$18,390.54	\$4,609.46	79.96%	
Heating Fuel	5212	\$9,000	\$4,764.64	\$4,235.36	52.94%	
Trash	5232	\$2,580	\$642.88	\$1,937.12	24.92%	
Water & Sewer	5231	\$800	\$355.23	\$444.77	44.40%	
R & M Miscellaneous	5240	\$4,600	\$1,786.45	\$2,813.55	38.84%	
Telephone	5341	\$600	\$248.09	\$351.91	41.35%	
Supplies	5400	\$4,400	\$3,385.16	\$1,014.84	76.94%	
OPS - (Minuteman bill)	5380	\$28,066.00	\$28,106.46	-\$40.46	100.14%	
Programs	5380	\$3,000.00	\$5,220.97	-\$2,220.97	174.03%	
Books, Media & Periodicals	5521	\$88,000	\$63,323.19	\$24,676.81	71.96%	
Travel	5710	\$20	\$0.00	\$20.00	0.00%	
Dues & Meetings	5730	\$400	\$169.00	\$231.00	42.25%	
TOTAL - GENERAL FUND		\$587,583	\$258,793.59	\$328,789.41	44.04%	
	Original Approp	Transfers	Revised Budget	YTD	Available Budget	
Tuchinsky Other Purchases	\$129,882.00		\$129,882.00		\$129,882.00	
Tuchinsky Media	-\$1,681.00		-\$1,681.00		-\$1,681.00	
Tuchinsky Books/Interest	\$24,602.00	\$2,091.36	\$26,693.36		\$26,693.36	
Total Tuchinsky Library	\$152,803.00		\$154,894.36		\$154,894.36	
Memorial Donations	\$166,783.00	\$621.66	\$167,404.66	\$5,070.00	\$162,334.66	
Library Restitution Fund	\$6,124.00	\$351.61	\$6,475.61		\$6,475.61	
Copier & Printer Rev. Fund	\$11,686.00	\$486.40	\$12,172.40	\$1,196.79	\$10,975.61	
Meeting Room Rev. Fund	\$4,317.00	\$25.00	\$4,342.00		\$4,342.00	
Free Public Library (State Aid)	\$129,606.00	\$17,943.52	\$147,549.52	\$34,470.73	\$113,078.79	