

Medway Library Trustees

July 9, 2024

7:00 PM

Medway Public Library

Members Present: John Scott Smith, Susan Alessandri, Lisa Sheehan, Greg Peverill-Conti, Nutan Mathew

Members Absent: None

Others Present: Margaret Perkins (Library Director)

1. Call to order 7:00
2. Updates - No updates reported
3. Approval of the July Agenda - Ms. Sheehan made a motion to approve, seconded by Ms. Mathew, approved by all.
4. Approval of June Meeting Minutes - Approved
5. Citizens Speak - Gale Hackenburg and Becky Atwood of the Cultural Council were present as well as the sculptor, Erin. Ms. Hackenburg reported the Council has decided to scale back and just do the sculpture and no sign as the Trustees were not interested in the sign. The Cultural Council was present to ask the Trustees for a donation for the remaining balance of the sculpture. The artist Erin talked through the budget with the Trustees. The total remaining balance being requested is \$14,520.00. The Trustees discussed checking with the town electrician and the DPW to see if they could do the job. Erin reported that she is still waiting to hear back from some grants, but to continue the project, there needs to be guaranteed funding to complete the project. The Trustees discussed that the money for this project would have to come from their donations funds because they do not have room in the budget for the amount needed. The Trustees expressed they would want to make sure this project would be something the people of Medway would want to spend donation funds on. The Trustees decided to speak to the Hoag family about using their family's donation money to fund the project by the next Trustees meeting in August.

Ms. Alessandri reported that she brought relatives to the Johnny Cash Night at the library, and they were incredibly impressed with the Makerspace.

6. Update on Director's Assignments from June Meeting
 - a. A thorough report on Lines 20-26 of the budget so that we can understand exactly how much of the funds are available to be put to use for the library.

Ms. Perkins discussed the line items in lines 20-26 of the budget including using the printing budget for the 3D printer materials as well. Ms. Perkins reported that there was a large sum in the state aid, which does not have many restrictions on it as long as it is used for things for the library, like books and painting the library walls. Ms. Perkins reported they have traditionally used it for things like software. The Trustees discussed creating a wishlist to use some of the state funds for.

- b. Compile a list of high profile items or projects around the library that the director would like to see.

Ms. Perkins listed items like cameras for the front of the building, and things to improve hybrid meeting technology. Ms. Perkins also stated interest in getting a fourth access point. The Trustees discussed the idea of using their resources to invest in larger projects for the library to benefit the town.

7. New Business - There was no new business to report.

8. Old Business

- A. Mr. Smith stated he received an email from Christopher Wentworth requesting to meet with him and the union steward in order to review the open position in the library. He requested to meet with at least two members of the Trustees as well to create a quorum. Mr. Smith asked who would like to join him in the meeting.
- B. Ms. Perkins stated they were in need of part time position help. Ms. Perkins stated they have a meeting with HR on Friday to review applications they've received.
- C. Mr. Peveril-Conti requested to revisit the process of having architects come in to advise on improving the space.

9. Incident Reports - Ms. Perkins reported that a patron had emailed her reporting that another patron had been swearing and talking loudly on the public phone in the library. Ms. Perkins reported that it was too late to do anything about the issue since it was reported after the fact, but she did address it with the offender.

10. Budget Report - Ms. Perkins reported that they used the majority of the library budget this year.

11. Director's Report - The Trustees reviewed the Director's Report.

12. Adjournment - 8:27