

Medway Library Trustees

September 10, 2024

7:00 PM

Medway Public Library

Meeting Minutes

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

Members Absent: None

Others Present: Margaret Perkins (Library Director), Audrey Snowden (Children's/Young Adult librarian), Justin Tucker (Secretary), Dennis Crowley (Select Board)

1. Call to order 7:04
2. Updates - No updates reported
3. Approval of the September Agenda - Approved
4. Approval of August Meeting Minutes - Tabled until the next meeting
5. Citizens Speak - Ms. Alessandri reported that someone asked if the library could do an Isabella Stewart Gardner Museum pass. Ms. Perkins will look into obtaining them. Ms. Alessandri then reported that parents have expressed they wished the library had more copies of the required summer reading books for high school. Another citizen expressed they wished the library had more copies of mainstream books and best sellers. The Trustees also discussed issues with the Aspen program saying the library didn't have books when it actually did.
6. New Business
 - a. Upcoming Budget Planning - Ms. Perkins stated the library can submit requests for improvements to be paid by the capital improvement budget in excess of \$10,000. Ms. Perkins reported there have been discussions for using capital improvement on fixing the sinkhole issue in the story room. The library currently has \$5,000 from the town to fix it. Mr. Scott asked who is responsible for finding someone to look into the issue. Ms. Perkins stated the DPW is responsible for finding out what is wrong and who can fix it. It is possible the town could do the work if it is something they are capable of doing. The Trustees discussed the current list of items on the capital improvement plan and removed things that are either completed or not priority.

Mr. Crowley arrived to answer some budget questions. Mr. Smith asked if the owners wanted, would the library be able to lease the land that abuts the library. Mr. Crowley reported he believed the library would be covered under the umbrella insurance policy for the town. Mr. Crowley reported it would be possible on the town's end to lease the property if the owners of the property were willing. Mr. Crowley suggested telling the owners that it could be a tax write off for them as a donation. Mr. Smith asked how to request more money for the budget for longer term items, like longer hours on weekends and hiring another employee. Mr. Crowley suggested speaking to the library's liaison to the Finance Committee. Mr. Crowley also stated he would talk to Mr. Boynton about adding an employee to keep the library open longer and adding more adult services and get back to Mr. Smith with Mr. Boynton's answer.

8. Old Business

- A. Tech Services Position Update - Ms. Perkins reported they have held a couple of interviews and have more at the beginning of next week.
- B. Mr. Peverill-Conti asked about the status of the statue now that the motion to approve the funds has been sent to the town. Mr. Scott reported he clarified with Town Hall about which account the money will be coming from, and he believes everything is now all set to move forward. Ms. Perkins stated she has spoken with Becky Atwood who has informed the sculptor. Ms. Perkins reported that solar was reported to be far more expensive than non solar. Mr. Scott reported that it seemed like the town was able to do the electric work, but they need a certified electrician to be present during the work. Mr. Scott stated he will reach out to Erin the sculptor to give an update at the next Trustees meeting.

9. Incident Reports - There were no incidents to report.

10. Budget Report - The Trustees reviewed the budget report. There were no questions.

11. Director's Report - Mr. Peverill-Conti asked how they go about finding a new web vendor. The Trustees stated they look at this opportunity to update the site and make it look more modern and more presentable. Ms. Snowden asked the Trustees if they could give their top three library sites they like to model the new library site after for the next meeting. Ms. Snowden reported that she ran the library homepage through an accessibility checker today, and there are quite a few things that are to be fixed that they have no real control over. The new vendor would be responsible for making sure the new website is under accessibility compliance. Ms. Snowden reported that they have to have a new website up and running within 1 year.

12. Adjournment - 8:08