



## REPORT FROM INTERIM LIBRARY DIRECTOR

SEPTEMBER 2, 2025

**Personnel / Administration:** One staff member celebrates their work anniversary this month. Our Youth Librarian's last day was August 19th. I reached out to BiblioTemps and the job was posted on August 20th. I hope to be interviewing for the position soon. Our Temporary Library Assistant started on the 18th and training is going well. We hired five new Substitute Librarians and training is underway. Many are local and are very excited to be working in the Library.

**Finance:** I have signed the Agreement with Sinéad and am waiting to meet to discuss the mural and pay the first installment of the agreed upon price. I have purchased educational toys for our new story time, Little Book Worm Playgroup.

The ARIS report has been submitted. Now I am focused on finishing up our Financial Report/State Aid Compliance report, which is more data to share with MBLC in order to receive State Aid. We anticipate receiving around 30k in State Aid. Half in the fall, half in the spring. There is a line item in the red, and it seems to be a new line item in this year's budget. I reached out to the Town Accountant for clarification on it, and I am waiting to hear back. I hope to have an explanation for the Board by the date of our meeting. I have included a line item breakdown for the State Aid and Donation funds.

**Library Services:** September is Library Card Sign up Month and we are hoping to celebrate each new library card by taking an Instax picture of the patron with a giant library card. The picture will be their souvenir. We are also creating small welcome packets filled with information about the services the Library provides. I bought the ICA museum pass and I am hoping it arrives soon. I am waiting to hear back from the Larz Museum.

**Youth Services:** The exploration centers that have followed storytime have continued to be popular, with positive written feedback being received from a handful of patrons. The recent arrival of some new resources will allow us to continue to add variety to the activity stations each week. Attendance has been steady, though dropping off slightly, as we approach the end of the summer lunch program and school break. The Summer Reading Program had 236 sign-ups. Preparations are underway for the new Baby Bookworms Playgroup, beginning September 8, which will be held on Monday and Tuesday mornings at 11am. This program will allow parents to bring children aged birth through 36 months to play with and explore a variety of developmental toys, while providing them with the opportunity to interact with others.

Feedback:

- We love storytime! Great variety of themes/educational topics, skill development, listening time, and social time. My 4 year old daughter is excited to come back every week.

- Stations are great and kids really enjoy all the choices as they move from one station to the next.
- Excellent, one of a kind in the area!

**Technical Services:** Catalogued 244 Adult items, 80 Children's items, 28 Young Adult items and 5 Media items.

**Makerspace:** Patrons used the laminator, large format printer, projector, DVD duplicator, Epson scanner to convert slides, DVD buffer, 8mm converter, and VHS to digital & DVD converters. The computers and 3D printers were also heavily used. On the craft side, the knitting machine, the glue gun, paper crafting, painting and other cutting supplies were used throughout the month. Several patrons, including elementary and middle school age children, used the sewing machines to work on projects. Patrons have also been using the knitting needles, fabric, and yarn supplies. The Pom Pom makers have been very popular this summer as well as drawing on the white board.

Fall program planning is underway. Our Monthly STEAM program will return on Sept 30th. Lego club will be scaled down and held in the Makerspace starting September 16. Middle School Hangout will begin Wednesday October 1.

**Programs:** A free Narcan Training & Drop-in Counseling with SAFE, and our Librarian led Book Group meet on the 4th. The monthly OUT MetroWest Satellite Night starts back up on the 5th. Little BookWorm Playgroup starts on the 8th. Weekly Tech Help Hour is on Tuesdays. We have a program called Write Your Children's Book (and Get it Published!) on the 11th. LEGO club starts on the 16th. Our Fiber Art Group meets on the 16th. Our Friends of the Medway Library quarterly meeting will take place on the 17th. Adult Game Night is on the 25th. Program Straight Outta Worcester: New England Candlepin Bowling is on the 30th. Family Yoga moves to Saturdays after the Summer.

**Building:** Everything is working smoothly and we hope there are no problems with our heating systems once the weather starts cooling down. Our elevator is being inspected sometime this month. A member of the Historical Society believes the bell in our cupola is historical and is working with DPW to verify that. If it does turn out to be historical, it would be wonderful news and we could figure out a way to showcase it with programming and social media!

**Policy:** There are always policies that would be helpful to have, but they can wait for the new Director.

**Community Partnerships:** With the addition of our substitutes, we are slowly getting in the groove to being fully staffed once more and we are eager to figure out how to do more outreach. I am hopeful our Temporary Youth Librarian is able to create some partnerships during their time here.

**Professional Skills & Meetings:**

- Town Department Heads meeting

- Attending a MLN Director's Meeting on the 17th
- Monthly staff meeting on the 12th (tentative)

**Incidents:** No incidents. Our female patron has been back on the premises, but has not caused any issues.

Respectfully submitted,  
*Ivana Aguilar, Interim Director*

This month our most popular:

- **Library of Things:** Hotspots
- **DVD:** Conclave
- **Adult Fiction:** All the colors of the dark by Chris Whitaker
- **Adult Mystery:** The Tenant by Freida McFadden
- **Adult SciFi/Fantasy:** The husky and his white cat Shizun by Roubaobuchirou
- **Adult Romance:** We all live here by Jojo Moyes
- **Horror:** But not too bold by H. Pueyo
- **Adult Graphic:** Astonishing X-Men: torn by Joss Whedon
- **Speed Read:** Atmosphere by Taylor Jenkins Reid
- **Large Print:** My Friends by Frederick Backman
- **Periodical:** The New Yorker, 2025
- **Biography:** Educated by Tara Westover
- **Adult Non Fiction:** Making the best of what's left : when we're too old to get the chairs reupholstered by Judith Viorst
- **Museum Pass:** Massachusetts State Parks, Museum of Science
- **Juvenile Fiction:** Diary of a wimpy kid : Greg Heffley's journal by Jeff Kinney
- **Juvenile Graphic:** Yokai cats by Neko youkai
- **Juvenile Easy Fiction:** Hammerbarn by Bluey
- **Juvenile DVD:** Koopas rock!
- **Juvenile Easy Reader:** Harold & Hog pretend for real! By Dan Santat/Mo Willems
- **Juvenile Beginner Chapter:** Eva's new pet by Rebecca Elliott
- **Juvenile Non Fiction:** Minecraft hacks : the unofficial guide to tips and tricks that other guides won't teach you
- **Board Book:** Fingertrail ABC big letters by Felicity Brooks
- **Young Adult Fiction:** The Sword of Summer by Rick Riordan
- **Young Adult Non Fiction:** My neighbor Totoro : the official cookbook
- **Young Adult Manga:** Blue Lock by Muneyuki Kaneshiro
- **Young Adult Graphic:** Castle swimmer by Wendy Martin
- **Young Adult Biography:** Spider-Man : Across the Spider-Verse : the art of the movie

<b>AugustFY26</b>					
	<b>Acct FY26</b>	<b>Start Balance</b>	<b>Expen. To Date</b>	<b>End Balance</b>	<b>% Spent</b>
Salaries - Full Time	5110	\$285,997	\$40,073.06	\$245,923.94	14.01%
Salaries - Part Time	5111	\$137,120	\$18,639.20	\$118,480.80	13.59%
Electricity	5211	\$23,000	\$5,035.53	\$17,964.47	21.89%
Heating Fuel	5212	\$9,000	\$534.85	\$8,465.15	5.94%
Trash	5232	\$2,580	\$0.00	\$2,580.00	0.00%
Water & Sewer	5231	\$800	\$0.00	\$800.00	0.00%
R & M Miscellaneous	5240	\$4,600	\$702.45	\$3,897.55	15.27%
Telephone	5341	\$600	\$80.14	\$519.86	13.36%
Supplies	5400	\$4,400	\$1,138.43	\$3,261.57	25.87%
OPS - (Minuteman bill)	5380	\$28,066.00	\$28,106.46	<b>-\$40.46</b>	100.14%
Programs	5380	\$3,000.00	\$2,621.00	\$379.00	87.37%
Books, Media & Periodicals	5521	\$88,000	\$30,981.11	\$57,018.89	35.21%
Travel	5710	\$20	\$0.00	\$20.00	0.00%
Dues & Meetings	5730	\$400	\$0.00	\$400.00	0.00%
<b>TOTAL - GENERAL FUND</b>		<b>\$587,583</b>	<b>\$127,912.23</b>	<b>\$459,670.77</b>	<b>21.77%</b>
	<b>Original Approp</b>	<b>Transfers</b>	<b>Revised Budget</b>	<b>YTD</b>	<b>Available Budget</b>
Tuchinsky Other Purchases	\$129,882.00		\$129,882.00		\$129,881.61
Tuchinsky Media	<b>-\$1,681.00</b>		<b>-\$1,681.00</b>		<b>-\$1,680.74</b>
Tuchinsky Books/Interest	\$24,602.00		\$25,032.00		\$25,032.16
<b>Total Tuchinsky Library</b>	<b>\$152,803.00</b>		<b>\$153,233.00</b>		<b>\$153,233.03</b>
Memorial Donations	\$166,783.00		\$166,783.00	\$1,225.00	\$165,558.00
Library Restitution Fund	\$6,124.00		\$6,823.00		\$6,823.00
Copier & Printer Rev. Fund	\$11,686.00		\$11,775.00		\$11,775.00
Meeting Room Rev. Fund	\$4,317.00		\$4,417.00		\$4,417.00
Free Public Library (State Aid)	\$129,606.00		\$129,606.00	\$11,007.35	\$118,598.65
*we anticipate receiving around 30k in State aid. Half in the fall, half in the spring.					

	Transaction date	Tr Notes	Category	Cost	Fund
	7/24/2025	Boston Globe	Books & Periodicals	\$123.90	State Aid
	7/24/2025	Midwest Tape	Books & Periodicals	\$1,540.52	State Aid
	7/24/2025	Ingram	Books & Periodicals	\$506.39	State Aid
	7/24/2025	Ingram	Books & Periodicals	\$148.81	State Aid
	7/24/2025	Ingram	Books & Periodicals	\$626.20	State Aid
	7/24/2025	Ingram	Books & Periodicals	\$90.60	State Aid
	7/24/2025	Toddler Jam	Programs	\$477.00	State Aid
	7/24/2025	MicroMarketing	Books & Periodicals	\$31.99	State Aid
	7/24/2025	MicroMarketing	Books & Periodicals	\$44.79	State Aid
	7/24/2025	MicroMarketing	Books & Periodicals	\$75.98	State Aid
	7/24/2025	Plimoth Museum	Books & Periodicals	\$500.00	State Aid
	7/24/2025	Yoga - Katherine	Programs	\$520.00	State Aid
	7/24/2025	Mobile Beacon - 11 Devices	Books & Periodicals	\$1,320.00	State Aid
	8/7/2025	Amazon	Supplies	\$30.66	State Aid
	8/7/2025	Eversource - Light FY25	Utilities	\$3,905.59	State Aid
	8/7/2025	Cengage	Books & Periodicals	\$54.73	State Aid
	8/7/2025	Cengage	Books & Periodicals	\$78.72	State Aid
	8/21/2025	ICA	Museum Passes	\$225.00	Donations
	8/21/2025	Boston Children's Museum	Museum Passes	\$725.00	Donations
	8/21/2025	SEBCO	Books & Periodicals	\$250.72	State Aid
	8/21/2025	Cengage	Books & Periodicals	\$78.72	State Aid
	8/21/2025	Isabella Stewart Gardner	Museum Passes	\$275.00	Donations
	9/4/2025	Amazon - StoryTime Supplies	Programs, Supplies	\$184.36	State Aid
	9/4/2025	Amazon - Little Bookworms Supplies	Programs, Supplies	\$18.95	State Aid
	9/4/2025	Amazon - StoryTime Supplies	Programs, Supplies	\$18.18	State Aid
	9/4/2025	Lakeshore - Little Bookworms Supplies	Programs, Supplies	\$380.54	State Aid