

Medway Library Trustees - Meeting Minutes - 2.27.2023

Present:

- Library Trustees: Julie MacEvoy, Nutan Matthews, Greg Peverill-Conti, Lisa Sheehan, John Scott Smith, Margaret Perkins (Library Director), and Todd Alessandri (select board member)

Call to Order: shortly after 7:00 p.m.

The agenda and January minutes were approved. Julie moved to accept the minutes, which Lisa seconded and the board approved.

Citizen Speak:

- Julie mentioned a person saying they'd like more workspace at the library. This led to a general discussion around workspaces and study rooms.
 - It was suggested that signage in each room would help clarify to people that they don't need reservations to use a study room.
 - Todd suggests that this be made clearer on the website as well
- Nutan said a friend came to the library for the first time in a long time, thanks to the bus bringing kids after school.
 - This is proving to be a big hit. The friend's child came because a friend had done it. The kid was begging to go to the library
 - Margaret reports 15 kids have been coming and seem to enjoy it
 - Lisa wanted to know where they spent their time, mostly in the Cole Room and Makerspace, apparently

On that positive note, the meeting moved on to new business

New Business:

- Resources for the future - this was the reason for Todd's presence (although he is always welcome).
 - He mentioned that there are funds available and suggested speaking with Michael Boyton if there might be funds to have an architect come in to think about alternative ways to use the space
 - This is the time to ask, he explained, pointing out, for example, that there are likely to be snow and ice funds remaining after the mild winter

- The best approach is for John to speak with Michael to explain what we are hoping to do
 - Michael will want to know why this work needs to be done, he may also have some architects that have worked with the town in the past
 - If he needs more information, he will let us know.
 - The trustees recapped what we would like to see:
 - More space overall
 - More meeting rooms
 - The focus is on the internal parts of the library since expansion is not possible at this point in time - repurposing existing space is the focus
 - As priorities were discussed, we harkened back to the January meeting. Again, the conversation turned to study rooms, and the configuration of the current space to make it more usable
 - The bottom line: John is going to speak with Michael Boyton to ask for a small(ish) amount to have someone come in, look at the space, and come up with ideas on how it could be used more effectively.
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- The Cold - the cold weather became a point of discussion, which lead to talk of the DPW and the outstanding job they do in supporting the library. The amount of work they do for the library is easily counted in the tens of thousands of dollars. It's really astonishing.
 - There was a brief discussion of the composition of the current board and if members whose terms are up in May - John and Lisa - are planning to run.
 - Todd provided the trustees with a warning that budgets would be getting tighter in the coming years and that if operating expenses are going to go up, it would be best to let the select committee know sooner rather than later.
 - Next came a lengthy discussion of hours, and what could be done to increase hours, either by remaining open later on Friday, Saturday, or at all on Sunday and/or some combination of those days. In the end, it was agreed that John would chat with Boyton regarding the budget to see if there might be \$2000-3000 available to test additional opening hours.
 - During the discussion of hours, the topic of high school interns also came up, and how efforts are underway to partner more closely with Medway High School
 - Lisa is the champion for additional hours

Old Business

- Coffee - Margaret relayed that Dianne was suggesting going to Dunkin' rather than the Muffin House for refreshments for the event, a suggestion to which the trustees strongly objected. The event is planned for Wednesday, April, 5, from 10-2 and is to be promoted via the Medway/Millis paper, at the Muffin House, and through social media.

Reports

- Incident Report - there were no incidents to report
- Budget Report - not updated due to technical issues
- Director's Report
 - Middle school after-school dropoff is a hit
 - Sewing classes are very popular
 - Yarn-dying class is getting a lot of interest
- Annual Report
 - Discussion of annual report and the possibility of making it into more of a piece of collateral that can be shared. Greg to find examples
 - Discussion of looking into a high school intern who might be able to help with graphics or an infographic

Adjourn: 8:42