

Medway Library Board of Trustees

Final Meeting Minutes

March 1, 2022 7:00 PM

Zoom

Members Present (virtually): John Scott Smith, Chair, Susan Alessandri, Trudi Stefan, Julie MacEvoy

Members Absent (virtually): Lisa Sheehan

Others Present (virtually): Margaret Perkins, Library Director

Chair John called the meeting to order at 7:01 PM.

Approval of Agenda

On a motion made by Susan, seconded by Julie, the Library Board of Trustees voted to approve the Agenda of March 1, 2022.

Approval of Minutes

On a motion made by John, seconded by Julie, the Library Board of Trustees voted to approve the Minutes of February 1, 2022.

Citizens Speak

Susan received messages about a Facebook post on the Medway Marches page.

New Business

Review library gift acceptance policy

John questioned if we have a policy in place. Margaret shared the gift/donation referenced in the Collection Development Policy. Margaret stated paintings are occasionally gifted through the Friends of the Medway Library. Collection Development Policy will encompass gifts/donations. Trustees reviewed the policy and thought Margaret did a good job putting it together. Margaret gave Audrey credit for her assistance with it as well. John questioned including products to include in the Makers Space- Margaret stated they make the decisions together.

Julie asked what happens when a patron requests possibly an inappropriate magazine or book. This is the discretion of the head librarian and staff. Patrons can always make requests. Margaret frequently fulfills these requests.

Establish a Collection Development Policy

Trustees reviewed policy. Lisa suggested one small edit. Lisa asked if this would be published on the website, Margaret confirmed yes. She would post this week.

On a motion made by Lisa, seconded by Trudi, the Library Board of Trustees voted to adopt the Collection Development Policy.

Old Business

Trustees voted to meet in person for the next meeting, ~~April 4, 2022~~ April 12, 2022.

Margaret spoke to Barbara, the consultant, she has a draft list of questions. They went through the questions. They are hoping to hold two focus groups. One for teens and one for adults. Total estimate for the cost is \$500. Barbara will run the focus groups. Julie asked if we would be compensating volunteers. Margaret stated food typically helps with the teenagers.

Review Incident Reports

Margaret stated people have been asking if masks are required in the Library. John suggested aligning the policy with the schools. Percentage of patrons are under 5 or much older.

On a motion made by Susan, seconded by Trudi, effective 3/1/22, the Library Board of Trustees have lifted the mask mandate at the library.

Budget Report

Margaret distributed the Budget Report via email.

Director's Report

Margaret distributed the Director's Report via email.

Medway Cultural Council met at the Library to discuss statue grant.

On a motion made by Lisa, seconded by Julie, the Library Board of Trustees voted to adjourn the meeting at 8:12 PM.

Next Meeting: ~~April 4, 2022~~ April 12, 2022

Respectfully submitted,

Katherine Mitchell, Recording Secretary

