

# **Medway Library Board of Trustees**

## **Final Meeting Minutes**

**December 6, 2022 7:00 p.m.**

### **Medway Library**

**Members Present:** Julie MacEvoy, Nutan Mathew, Margaret Perkins, John Smith, Greg Peverill-Conti

**Members Absent:** Lisa Sheehan

**Others Present:** Justin Tucker - Night Board Secretary

#### **A. Approval of December Agenda**

*On a motion made by John, seconded by Julie, is approved by all.*

#### **B. Approval of November Minutes**

*On a motion made by Greg, seconded by Nutan, is approved by all.*

#### **C. Citizens Speak**

- Margaret mentions a woman who attended an Out Metrowest Rainbow meeting to discuss or talk about banned books, but realized she was at the wrong meeting with groups that weren't discussing the issue.
- A gentleman from a group called Massachusetts Family Institute also came briefly, but quickly left.
- Members of both groups were surprised at the presence of both people at the meetings.

#### **D. New Business**

##### **New committee formation and use.**

Greg has been reading the trustees handbook, specifically about the role of committees. The Board discusses the idea of committees and the rules and regulations that may govern them. Greg brings up possible committees for planning, finance, community engagement and anything else that the Board may decide on. Julie suggests brainstorming issues that need to be tackled, and then the possibility of forming committees to undertake those issues. Julie brings up that an overarching vision for the library hasn't happened since two new members of the Board have joined. The discussion of this vision could spark issues, ideas and needs that could then constitute committees. Nutan suggests starting this discussion in January to kick off the new year. The Trustees decide to table this discussion until January and then come back together with some brainstormed ideas about strengths, weaknesses, opportunities and threats.

**The library's needs relative to the Facilities Committee.**

John informs the Trustees that he was approached about what the Board would like to see on the Facilities Committee. John and Greg volunteer to attend the Facilities Committee meeting. John brings up that the want for an outdoor space in the adjacent lot is the highest priority/want and can be brought up at the Facilities Committee. Greg mentions the idea of discussing space utilization with someone or a consultant.

**Date of next meeting due to New Year's Holiday.**

The next meeting will stay booked for January 3, 2023.

**E. Old Business**

No new business to discuss.

**F. Review Incident Reports**

Margaret reports the incident of a patron falling. Margaret called 911, and they determined the patron was conscious and ok. There was a small issue with Margaret calling 911 and not getting a local dispatcher, as the dispatcher thought she was calling from the Thatcher House. IT is going to check on and resolve the issue.

**G. Budget Report**

Margaret mentions the most interesting thing about the report is the income to date is \$78,000. There was a large donation made in the name of Grace Hoag with no specific purpose designated. The Board discusses what to do to acknowledge the generosity of the family.

**H. Director's Report**

- Kids are coming from the middle school on the bus (6-8). This will happen again in January.
- The Children's Librarian should return in February.

**I. Adjournment**

*A motion to adjourn made by Julie, and approved by all.*

Meeting adjourned at 8:25

Next meeting January 3, 2023 at 7:00pm