

Medway Library Board of Trustees

Final Meeting Minutes

April 6, 2021 7:00 PM via Zoom

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

Members Absent:

Others Present (virtually): Katherine Mitchell, Recording Secretary, Margaret Perkins, Library Director

Chair Susan called the meeting to order at 7:05 PM.

Approval of Minutes

Defer March Minutes to May.

Citizens Speak

Margaret spoke of two citizens concerned about wearing face masks. One patron is 18 years old and autistic – they cannot consistently wear a mask. Margaret offered to stay after hours so the person could browse and visit the library.

Margaret mentioned a worker wandered into Makers Space and did not have a mask on him. Susan asked how the staff would handle informing people who are not wearing a mask. Some library staff is not eligible to get vaccinated yet.

Susan mentioned belonging to a puzzle exchange group in Hopkinton. She started one two or three weeks ago for Medway- over 100 people already signed up. It is a book and puzzle exchange for children or adults. Facebook group is called “Medway Puzzle & Book Exchange”.

Long Range Plan Discussion

Margaret stated quite a few items on the Long Range Plan have been accomplished. She went to a webinar on strategic planning. She has another one on April 13th where she can ask specific questions. The trustees mentioned the plan does not include diversity.

They are interested in creating a Zoom Focus Group to include younger people, teens, diversity groups, and preteens. MYAR has a general Gmail to contact them through that. Facebook page as well. Organize two groups to get feedback. John asked what the next steps would be.

Lisa questioned if we can break it down and look at current goals and objectives to see how we can adjust it. Margaret stated they are no longer required to have objectives.

Members agreed to keep Goal 1: Library services will be accessible, courteous, and responsive to the needs of the community. Trustees discussed various changes.

Margaret mentioned the ethics training. Margaret said she would share the link. Needs to be done every two years.

Reopening

Opening on April 15th. Purchased signs to wear masks and six feet markers for the floor. Margaret found animal foot print ones. Purchased items the state suggested for guidelines. Computers removed from top floor. Downstairs will be closed. Makerspace will remain closed. No indoor story hours or programs. Purchased a CO2 monitor- provides indication for too many people in 1 room. DPW made plexiglass for the Library. They mentioned incorporating curbside pickup into Long Range Plan.

Wellesley fish tank

They are doing a remodel - common room, and coffee bar. Six feet long, 18 feet deep. Wellesley is offering tank to Medway. Put in the Children's room. May be able to get the cabinets it sat on. May need to buy a stand to put it on. Estimated cost is \$200 a month – they come once a month and they supply the food. Kids can vote to name the fish.

Review Incident Reports

None to report.

Budget Report

Margaret distributed the Budget Report via email.

Director's Report

Margaret distributed the Director's Report via email.

Susan adjourned the meeting at 8:22 PM.

Next Meeting: May 4, 2021

Respectfully submitted,

Katherine Mitchell, Recording Secretary

