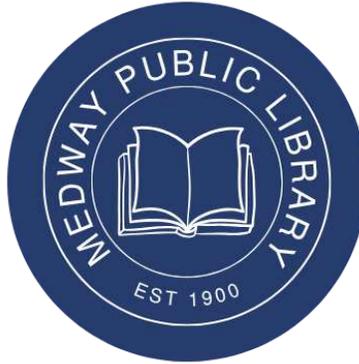


**Board of Trustees**

*Susan Alessandri, Chair*  
*Nutan Mathew, Vice Chair*  
*Lisa Sheehan, Secretary*  
*Nicole Haberman*  
*Naomi Price*



**Medway Public Library**  
**26 High Street**  
**Medway, MA 02053**  
**Phone: 508-533-3217**

**Board of Library Trustees**  
**Meeting Minutes**  
**January 6, 2026 @ 7 p.m.**  
**Medway Public Library**

**Members Present:** Susan Alessandri, Nutan Mathew, Nicole Haberman, Lisa Sheehan

**Members Absent:** Naomi Price

**Others Present:** Ivana Aguilar - Library Director, Sam Wallace - Temporary Youth Librarian, Justin Tucker - Night Board Secretary, Karyl Wong- Friends of Medway Public Library, Dennis Crowley - Select Board Liaison, Tara Rice- citizen

1. Call to Order - 7:00
2. In Memory of Margaret Perkins - Ms. Alessandri read the following passage in memory of Ms. Perkins:  
“Tonight we honor the life and legacy of Margaret Perkins, whose leadership shaped this library during one of its most challenging periods. Margaret guided the library with steadiness, courage, and a clear sense of purpose when it mattered most. During uncertain times, she never lost sight of what the library exists to do: serve everyone. She believed deeply that access to information, space, and opportunity should be open to all, and she worked to remove barriers so that every member of our community felt welcome here. Because of her vision, this library emerged stronger, more inclusive, and better prepared to serve. Though her retirement was heartbreakingly brief, her impact will endure—in the values she upheld and the community she served. We are grateful for her leadership, and we will carry her legacy forward.”
3. Approval of November 4<sup>th</sup>, November 18<sup>th</sup>, December 2<sup>nd</sup> & December 16<sup>th</sup> minutes - Approved with revisions
4. Staffing update - Ms. Aguilar reported that she is having interviews this week for the tech services and adult librarian positions. Ms. Aguilar stated she posted the job descriptions for the outreach and circulation desk supervisor. Both positions need to have a Master’s degree in library science.

5. Space study discussion - Ms. Alessandri stated that in December the MBLC space coordinator came to advise. Ms. Aguilar stated they walked around for 2-3 hours. Many suggestions were furniture changes, and one big idea was to add more computers to where the ones near the window are located, and to add more seating and tables to the space near the large copier and periodicals. They brainstormed about making a teen space and could use furniture to make an area cozier and more inviting. The Trustees and Ms. Aguilar discussed the budget and discussions that Ms. Aguilar has recently had with the town about the proposed budget for programming and staffing rearrangements.
6. Strategic Plan progress discussion - Sam Wallace has created an event with the Friends for a vision board exercise on 1/23 to get their input on the future of the library. Ms. Aguilar stated she is waiting until all the full time positions are hired so she can have their input on a strategic plan.
7. Passport Acceptance Services discussion & vote - The Trustees discussed the possibility of adding the service to the library. Ms. Aguilar stated she is protective of the staff's time especially with adding the notary services. Ms. Aguilar stated she has spoken with the Millis library director about how they manage their notary service, which has had to move to appointment only. Ms. Aguilar discussed the possibility of trading off days of availability with the Millis library. The Trustees agreed to revisit the discussion in the late spring once staffing has been hired and adjusted to the needs of the library.
8. Director's report - The Trustees reviewed the Director's report. Ms. Aguilar commented on how well the programming sponsored by the Friends went. Ms. Aguilar stated that they were told they may need some sort of licensing to have a concert in the library. The Trustees and Ms. Aguilar discussed upcoming programming that is in collaboration with the Parks and Rec department. Ms. Aguilar stated that Stephanie Carlisle from the Department of Public Works had reached out about a grant to buy items for the Library of Things.
9. Report: Friends of the Medway Library - Karyl Wong from the Friends was present to give an update. They have looked into insurance and the programming request will be voted on at the next meeting. The most exciting event upcoming for the Friends is the mini golf fundraiser in March. A company will come in and put 18 holes of golf on the two floors of the library. They are looking for sponsors to sponsor holes and the title sponsor. The sponsors can decorate their holes. It will be over the course of 2 days, Friday night for adults only and then Saturday for families.
10. Public Comment – Related to matters contained on the agenda above - Tara Rice asked about the Vision Board event. Ms. Rice also asked how sponsors for the mini golf event would get the sponsorship information if they aren't given it. Digital copies will be shared with people to print off any they may need. Dennis Crowley and Greg Peveril-Conti both spoke about the positive changes seen in the library and the progress in how the meetings are run.
11. Adjournment - 7:55