

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
November 4th, 2025 @ 7 p.m.
Medway Public Library**

Members Present: Susan Alessandri, Nutan Mathew, Nicole Haberman, Naomi Price

Members Absent: Lisa Sheehan

Others Present: Ivana Aguilar - Interim Library Director, Sam Wallace - Temporary Youth Librarian, Justin Tucker - Night Board Secretary

1. Call to Order - 7:01
2. Approval of September 2nd, September 30th & October 7th minutes - 9/2 - Approved with revisions, 9/30 - Approved with revisions, 10/7 - Approved
3. Director search update & discussion - Ms. Alessandri stated the position has been reposted and they've received 4 applications. Ms. Alessandri and Ms. Mathew will discuss with Cheryl about inviting candidates for the first round of interviews.
4. Staffing update & discussion - Ms. Aguilar stated they are coming up on the end of the contract with Bibliotemps for the youth librarian. Ms. Aguilar stated the tech librarian Bibliotemp can be extended by a month. Ms. Aguilar stated her concern is they are paying a higher fee with Bibliotemp. Ms. Aguilar stated they are allowed to dip into state aid if necessary, but she would prefer not to. Ms. Aguilar spoke with Cheryl about hiring a temp through the town rather than through Bibliotemps. Ms. Aguilar reported if they'd like to hire Sam Wallace permanently, they would need to pay Bibliotemp a fee. The Trustees expressed complete faith in Ms. Aguilar to hire staff. Ms. Aguilar stated the new position approved by the town is available starting in January. Ms. Aguilar stated her hope is that the new position is a Supervisor/Assistant Director. Ms. Aguilar reported Mr. Boynton agreed to make 2 of the open part-time positions into one full time position as a Programming Librarian. Ms. Aguilar suggested modifying the Makerspace Coordinator position to be Makerspace Coordinator/IT, which may attract better and more candidates. Ms. Aguilar will write a job description to be reviewed at the next meeting. Sam Wallace stated that full time employees now have an expected desk shift of 5 hours/week at the circulation desk.

5. Library floor plan & design discussion - Ms. Mathew explained that MBLC offers a free space evaluation. MBLC does work with Trustees, but Ms. Mathew would also like to offer the opportunity to communicate with MBLC to the staff. Ms. Mathew stated that a few years ago, the library staff were not in favor of having a conversation with MBLC, resulting in a former Trustee reaching out to architectural firms instead. Ms. Aguilar reported that they were close to filling out the form from MBLC themselves and just wanted to check in with the Trustees first. Ms. Aguilar stated that the staff would be open to change if the changes were sensible and purposeful.
6. Discussion & vote on changes to Exhibit & Display Policy - Ms. Aguilar wanted to include "Display or exhibit pieces that depict obscenity, violence or nudity, racism, hate, unlawful behavior, drug use, or sexual content that are disruptive to conducting library business given the use of the Library by members of the public, including minors, will not be eligible for display in this limited public forum." Ms. Aguilar explained they are running a call for art this month for a small gallery next month and they wanted to make sure the policy is as specific as possible with this coming up. Ms. Haberman suggested editing the sentence to the following, "Display or exhibit pieces that are disruptive to conducting library business given the use of the Library by members of the public, including minors, will not be eligible for display in this limited public forum (i.e. pieces that depict obscenity, violence or nudity, racism, hate, unlawful behavior, drug use, or sexual content)."

Ms. Alessandri made a motion to add to the existing policy, seconded by Ms. Mathew, approved by all.

7. Update on library sculpture - Ms. Alessandri shared images of the sculpture in process. The statue is projected to be completed by the end of 2026.
8. Budget planning for FY27 - Ms. Aguilar stated she would like to see more money for programming. Ms. Aguilar stated they went slightly over in their water bill and Minuteman bill. Ms. Aguilar reminded that with the budget increasing, they will need to spend more on books and materials.
9. Director's report - Ms. Aguilar stated the last month was great. They've settled into a nice routine with children's programming and have had great attendance. Ms. Aguilar stated that staff has taken advantage of some classes being offered by Minuteman. Ms. Aguilar stated that they have also gotten passes to the new Children's Museum in Franklin for free from the museum. There was one incident that occurred with people smoking right outside the doors. The smoke would come into the library every time the door opened. When told to stop, the patrons argued, citing that there was an ashtray present. They eventually left and DPW took away the ashtray.
10. Report: Friends of Medway Public Library - Ms. Price reviewed the updates from the Friends.
 - With all the programming changes for October at the library, the Friends were asked to provide snacks for middle school hangouts and movie nights.
 - We have agreed to fund some permanent staff to become ServSafe and allergy trained per Ivana.
 - We have encouraged the staff to come forward with any funding requests that would be valuable to the library and its patrons.
 - The book sale, after initially being canceled, was held with less than a month's planning due to the hard work of many committed volunteers and the collaborative efforts of the library staff, Friends and Trustees in getting the word out on social media.
 - The next Friends meeting will be Wednesday, Nov. 12 at 5:30 in the Cole Room.

11. Public Comment – There was no public comment

12. Adjournment - 8:25

