

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
April 7th, 2026 @ 7 p.m.
Medway Public Library – Conference Room

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

Members Absent: None

Others Present: Ivana Aguilar - Library Director, Justin Tucker - Night Board Secretary, Mary Allen - Co-President, Friends of the Medway Public Library

1. Call to Order: 7:00
2. Reminder: OML training by May 13, 2026 - Ms. Alessandri reminded the Trustees to sign up and do the training.
3. Discussion and vote on Memorandum of Understanding - Ms. Aguilar sent an updated memorandum for the Trustees to review. Ms. Mathew stated she compared it to another local library and thought it was great and comprehensive. Ms. Price expressed concern that it is heavily focused on the Friends of the Library and how they interact with the library. Ms. Mathew expressed she was under the impression that this document was more Friends focused. Ms. Aguilar stated she felt it was important that they all know what their roles are. Ms. Aguilar stated she was more specific about the Friends in the document because they are volunteers and don't have outside oversight. She believes when one signs up as a Friend, they are an ambassador of the library. Ms. Mathew suggested including language that specifies the Trustees agree to abide by their bylaws and the library agrees to operate under the rules of the town. Ms. Mary Allen stated that the Friends do have bylaws to abide by that have recently been updated. Ms. Allen suggested inserting language that the Friends need to adhere to their bylaws the same as the Trustees adhere to theirs. The

Trustees agreed that this would be a good idea. Ms. Price suggested perhaps each group's bylaws be included in the memorandum. Sam Wallace spoke about making sure when someone signs up to be a Friend of the library, they understand what the expectations as a member of the Friends are to make sure there is accountability. Ms. Allen stated that as the bylaws are completed, they will be distributed to the current and new members of the Friends. The Trustees continued to discuss the purpose and intent of the memorandum and making sure the language is equitable between the three groups. The Trustees discussed how to move forward with editing the document. The members agreed to form a mini committee consisting of Mary and Karyl from the Friends, Ivana and Sam from the library, and Naomi from the Trustees to work on the memorandum. The document will be further discussed and updates reviewed at the May Trustees meeting.

4. Director's Report - The Trustees reviewed the report. Ms. Aguilar reported their programming numbers have doubled since last year and the patrons are responding positively. Ms. Aguilar reported they are adding more book clubs. Ms. Aguilar reported the staff is responding well with all the changes. Ms. Aguilar stated the incident with the patron was handled and the patron has not returned to the library. Ms. Aguilar reported the DPW is installing new shades. Ms. Price asked about the paying of the SFE bill. Ms. Aguilar reported the new number had the taxes removed and will be paid on Thursday. Sam Wallace spoke about trying to run simultaneous programs so that when one group is in there is something to offer for patrons who are here accompanying others for the program. Sam Wallace spoke about the efforts to provide childcare at events geared towards adults as well as running concurrent programs. Sam Wallace stated that Saturday, May 2nd will be the revealing of the new mural. Ms. Aguilar stated the summer kickoff is officially slated for June 27, 10-1:30. Ms. Sheehan recommended reaching out to the schools to relay to families about the passes the library has available before April vacation.
5. Report: Friends of the Medway Public Library - Ms. Allen reported that March was a very busy month. The mini golf fundraiser was a big success. The spring book sale also had a great turn out and created a lot of revenue.
6. Approval of February 3rd, March 23rd and March 30th minutes - Approved, approved, approved - Ms. Haberman and Ms. Alessandri abstained from the March minutes vote.
7. Other business as may properly come before the Trustees -

8. Public Comment – Related to matters contained on the agenda above - Sam Wallace was seeking guidance on funding the summer meals program. Sam Wallace stated they've been promoting summer meals to families. Sam handed out information documenting the program and changes that have been made in recent years as well as a cost breakdown for the food needed. The informational handout also documented steps the staff has taken to try and obtain items to assist the program. Ms. Alessandri stated the program had been a Friends initiative in the past. Ms. Allen stated the Friends would be comfortable donating the same amount of money they had in the past. Ms. Allen stated in the past, food establishments around town donated a lot to this program, which would lower costs. Ms. Sheehan commented on the strains of the current economy on the food establishments and how it may affect their donations. Mr. Crowley asked about the funds allocated to fix the problem in the building. Ms. Aguilar stated it was a capital funds line item.

Ms. Mathew made a motion to approve an amount not to exceed \$6,000 to help fund the summer meals program, seconded by Ms. Price, approved by all.

9. Adjournment - 8:43