

**Medway Library Board of Trustees**  
**Final Meeting Minutes**

**September 3, 2019 7:00PM Town Administrator's Conference Room**

**Members Present:** Susan Alessandri, Chair, John Scott Smith, Trudi Stefan and Lisa Sheehan

**Members Absent:** Chris Monahan,

**Others Present:** Wendy Harrington, Recording Secretary, Margaret Perkins, Library Director

Chair Susan Alessandri called the meeting to order at 7:00pm

**Approval of Agenda**

In a motion made by John Scott Smith, seconded by Trudi Stefan the Library Board of Trustees unanimously approved the Agenda for the September 3, 2019 meeting.

**Approval of Minutes** - Table until the next meeting.

**Citizens Speak**- Summer lunch program has been very successful.

**Director's review** - Table until the next meeting

**Old Business:** State conflict of interest training- Trustees were reminded to get this done, Lisa Sheehan and Trudi will need to take care of this as well.

**Review New Incident Reports**- There were no new reports to review

Margaret let the Trustees know about a sprinkler leak in the attic on Wednesday. Employees and DPS cleaned up the mess only to find more damage later in the week. Few books were lost but some ceiling tiles broke and were ruined. A dehumidifier was turned on but didn't turn off automatically when it was full. The water on the floor was cleaned up.

**New Business -**

**Director's Report**-Margaret spoke of some new programs being held soon. A Staff workshop with John Mattleman will be held the end of the month.

**Budget Report**- no questions

**Next Meeting:** October 1, 2019

In a motion made by Lisa Sheehan the Library Board of Trustees unanimously voted to adjourn at 7:20pm.

Respectfully submitted

Wendy Harrington, Recording Secretary