

Medway Library Board of Trustees

Final Meeting Minutes

July 6, 2021 7:00 PM

Medway Library

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

Members Absent:

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

Chair John called the meeting to order at 7:07 PM.

Approval of Agenda

On a motion made by Julie, seconded by Lisa, the Library Board of Trustees voted to approve the Agenda of July 6, 2021.

Approval of Minutes

On a motion made by Susan, seconded by Trudi, the Library Board of Trustees voted to approve the June 1, 2021 meeting minutes.

Citizens Speak

Julie questioned if patrons would need to pay fines for other Towns. Trustees agreed it goes by the Town you pick up the book from. John asked if the late fees were removed from the website. Julie confirmed the library website states fine free. No charge for faxes or printing. Charge for photocopies. They removed the charge due to COVID / handling money.

Margaret mentioned a patron thought it was too warm in the Library. He was pleased it was cooler in the front of the Library.

Reopening Update

Margaret stated it is going well. She mentioned they still have patrons who want to pick up via curbside. Patrons like it for the convenience. They decided to renew curbside service since there appears to be an interest in it.

Margaret stated they hired someone to work 12 hours a week. The new hire is proficient at social media and considering going back to grad school to get an NMLS online. She is also looking to hire 3 subs. Margaret spoke to HR, they agreed it is a good idea. HR stated they put on the job posting on Indeed, over 90 people applied.

New Business

Chair John stated he resolved contract questions with Carol Pratt.

Old Business

None.

Review Incident Reports

None to report.

Budget Report

Margaret distributed the Budget Report via email.

Margaret stated this is not the final report as things are still coming in. Margaret has interest in adding snowshoes for rental as well as other items that are not considered gaming such as Playaway's and wonder books.

Director's Report

Margaret distributed the Director's Report via email.

Long Range Plan Discussion

Continued discussion since last meeting. Trustees agreed to move to a clean slate. Look at mission, vision, and goals and fill in from there. Move to a new google doc and add objectives.

On a motion made by Susan, seconded by Julie, the Library Board of Trustees voted to adjourn the meeting at 9:05 PM.

Next Meeting: August 3, 2021

Respectfully submitted,

Katherine Mitchell, Recording Secretary

