

Medway Library Trustees

November 7, 2023

7:00pm

Medway Public Library

Members Present: John Scott Smith, Julie MacEvoy, Lisa Sheehan, Greg Peveril-Conti

Members Absent: Nutan Mathew

Others Present: Margaret Perkins (Library Director), Justin Tucker (Secretary)

1. **Call to order** - 7:00pm
2. **Updates** - There were no updates provided.
3. **Approval of the November Agenda** - Approved unanimously
4. **Approval of October Minutes** - Approved
5. **Citizens Speak** - Mr. Peveril-Conti reported he attended the book sale and spoke to citizens. He received 11 comments with mixed reviews. One citizen said that the staff seemed rude at times and another spoke to the collection not meeting the needs of the community. Another citizen expressed they wanted fresh toys for children. Other citizens mentioned they come to the book sale, but not the library. Ms. MacEvoy questioned if people may have thought Mr. Peveril-Conti was searching for constructive criticism by asking their thoughts. Ms. Sheehan suggested having a more formal survey at the next book sale event. The Trustees discussed offering a mix of digital and paper versions of a survey.

Mr. Smith reported that a citizen at the book sale also had told him that the librarians had been rude to them. This person did not provide more information.

6. **Old Business**

- a. **Action Plan - FINAL REVIEW** - The Trustees reviewed and discussed the steps of the action plan and made small additions, edits, and omissions to some of the language in the plan. The Trustees decided on addressing the need to increase visitation to the Maker Space in order to justify investing more into the Space. The Trustees discussed the need to better track visits to the Maker Space.

Mr. Peveril-Conti moved to adopt the Action Plan Goals, seconded by Mr. Smith, approved by all.

- b. **Update on sculpture** - Ms. Perkins reported the group is currently working on looking for grants to help pay for the sculpture.

7. New Business

- a. Policy Review Schedule** - Tabled until the next meeting.
 - b. Director Review** - Mr. Peveril-Conti asked Margaret Perkins, director, to put together her goals for the next year and accomplishments from the past year. The Trustees agreed to find the evaluation instrument and come to the next meeting ready to vote on what they'll use in their evaluation.
- 8. Incident Reports** - Ms. Perkins reported that two middle school students who have been coming after school have been asked not to come for two weeks due to inappropriate and disruptive behavior.
- 9. Budget Report** - Ms. Perkins reported that the budget will be reported to the town in December, and they will receive instructions at the end of November. Ms. Perkins will send the guidelines on budget reporting to the Trustees once she receives them from the town.
- 10. Director's Report** - Ms. Sheehan noted that the youth services and Maker Space reports have been combined where they used to be separated and requested that they remain separated in the report.
- 11. Adjournment** - 9:02