

## MINUTES – OCTOBER MEETING

October 4th, 2022

7 p.m. at the Medway Library

Topic: Library Board of Trustees

Time: October 4th, 2022 07:00 PM Eastern Time (US and Canada)

Members Present: John Scott Smith, Nutan Matthew, Julie MacEvoy, Lisa Sheehan

Members absent: Greg Peverill-Conti

Others present: Margaret Perkins, Library Director

Chair John Scott Smith called meeting to order at 7:10PM

### A. Approval of October Agenda

Julie moved to approve, Nutan seconded. All in favor of approving Agenda.

### B. Approval of July + August minutes

Julie moved to approve the July 2022 minutes, Nutan seconded. All in favor of approving July 2022 minutes.

Julie moved to approve the August 2022 minutes, Nutan seconded. All in favor of approving August 2022 minutes.

### C. Citizens Speak

Nutan heard from a patron looking for the book "Gender Queer". They noted it was marked as lost and they felt that was "suspicious" given the current climate. Nutan urged them to discuss the book with the librarians. She later visited the library and found the book on the shelves and let the patron know.

### D. New Business

- Next update on the status of the library focus group.  
Margaret gave an update on youth focus group (5 kids). Not enough for formal update to be written
- Discussion of any feedback we received on the community's input regarding the library facilities for the Facilities Study.

Reviewed info Greg compiled. Began discussing top items to present to Facilities: professional consultation for redesign of space for best use; looking at outside use updates; updated paint & furniture; improved/expanded parking; ADA compliance & safety issues (handicap door buttons, ramps to be sanded & shoveled, safe access to upper & lower lots outdoors, railings up the front walkway).

- Capital Improvement Requests FY24

Due Oct 7th.

Est. 9K to replace sprinklers - town will be doing this before '24

Already asked for expanded ventilation, exterior front doors - both approved at last town meeting

Discussion around investing in a professional consultation for evaluating and providing feedback for a library redesign to better utilize the space we have (both inside & out).

Updated furniture & painting

Handrails outdoors

Would be a good idea to develop a wishlist for going forward.

- Update on the bronze statue.  
Two years before it's done & in front of the building. Margaret shared a document showing what the statue looks like.
- COVID-related health requirements for OUT Metro west's event.  
Issue resolved already. Separate organization has their own requirements - requirements are not directed by Library.
- Replacement of the book drop.  
Identified one for 6K. Trustees agreed to wait on this for now - will add to wishlist.
- Tree maintenance near the front door.  
Will be done by Parks Dept.

#### E. Old Business

Finalize Strategic Plan by updating it with Focus Group info/feedback

#### F. Review incident reports

None

#### G. Budget Report

No questions

#### H. Director's Report

Two people out on extended leave

Lisa Sheehan made another request for Director's Report and Budget to be sent the day before the Trustees meeting so they can be reviewed before the meeting.

#### I. Adjournment - next meeting date is tentatively set for November 1st, 2022

Nutan Makes a motion to adjourn - all in favor.