

## Medway Library Board of Trustees

### Final Meeting Minutes

April 4, 2023 7:03 p.m.

### Medway Library

**Members Present:** John Smith, Greg Peverill-Conti, Lisa Sheehan, Nutan Mathew, Julie MacEvoy

**Members Absent:** Margaret Perkins

**Others Present:** Justin Tucker - Night Board Secretary, Diane Busa - Makerspace Coordinator  
Katherine Tonelli - citizen, Audrey Snowden - Children's/Young Adult Librarian

- A. Approval of April Agenda - Approved
- B. Approval of March minutes - Not applicable
- C. Citizens Speak

Katherine Tonelli was present to inquire about a situation where someone reported that a patron was looking at questionable material in the study room. The librarian who was told did not intervene, saying that if it was in the study room there is not much they can do. The citizen who reported the issue then posted on the Friends of Medway Facebook page about how it was handled. The librarian regretted the way she handled the situation and reported it to Margaret Perkins. Ms. Perkins instructed that if someone is looking at questionable material, they should be made aware that that is against library policy and if they continue, they should be asked to leave. The librarian then reached out to the citizen who reported and posted the message apologizing for the way it was handled. Ms. Tonelli wanted to ask about what had happened and see what sort of rules were in place to handle situations like this. Ms. Tonelli also wanted to make sure this was not a recurring situation with the same perpetrator. The Trustees discussed the possibility of having a plan to reinforce the policies and how to enforce them once Margaret Perkins returns from vacation. Ms. Sheehan suggested posting to the library's Facebook page reminding the community about the library's policies, which would also illustrate that the library recognizes there was an issue and has reviewed how it was handled.

Audrey Snowden stated that there were two citizen speak issues. One was a citizen who complained about a graphic novel, Spinning, in the Young Adult section. The person's 11 year old daughter checked it out, and the parent objected.

Ms. Snowden stated that the parent was told the graphic novel was correctly categorized and redirected the parent to the juvenile section of the library if they wanted more appropriate books for their child's age. The second issue was about a somewhat fraught relationship with the Girl Scouts. The Girl Scouts had put their painted handprints on the newly painted library walls. They also left crafts out to dry in spaces without asking permission until after the fact. Ms. Busa reported that the troop leader felt really bad about the issues. The hope is that the communication improves between the Girl Scouts and the library going forward.

#### D. New Business

##### Outreach and engagement as the focus for a subcommittee

Mr. Peverill-Conti brought up the idea of the coffee outreach and how it has not yet been implemented. Ms. Busa reported that they decided to do the coffee outreach after April vacation due to the library being much more populated during vacation. Mr. Peverill-Conti expressed concern that it has gone on a little long since the decision to implement the idea was discussed. Ms. Busa noted the concern and stated that another outreach program that was started with Mahan Circle is going really well. The Trustees expressed concern that the issue they identified as the number one focus, outreach and engagement, has not really been addressed in a timely manner. Ms. Busa informed the Trustees that the library has a booth at Medway Pride day this year and was hoping some of the Trustees would attend. Mr. Peverill-Conti asked the group if they should hold themselves more accountable in taking care of this issue by forming a subcommittee to address it or by adding another meeting per month. The Trustees discussed the pros and cons of taking on more meetings or forming a subcommittee on outreach. The Trustees decided that their meeting agendas will be more detailed and specific in regards to improving outreach.

##### Update on request for architect to review and provide recommendations for more effective use of our library indoor space and floor plan

Mr. Smith stated that the town manager suggested the library get a municipal architect for suggestions on how to improve the space. Mr. Smith stated this would be a \$15,000 investment, and would therefore need to be discussed as part of next year's budget.

##### Discussion on adding later Friday evening hours to our schedule

Mr. Smith stated that the decision to add hours is a policy that the Trustees could enact. The Trustees recognized that a surrounding town is cutting back on their Friday hours due to a decrease in funding. The idea of how to market the

makerspace through visuals or video was discussed. The Trustees questioned how many people in the community really understand what is available in the makerspace.

Discussion on vision for how the library will continue to develop and provide even more value for our town

#### E. Old Business

Mr. Peverill-Conti discussed the annual report. The development of an annual report to promote the library will be discussed at the next meeting. Ms. Sheehan stated that an annual report given to the town could advocate for the importance and value of the library.

#### F. Review incident reports

No incidents were reported.

#### G. Budget Report

There were no questions on the budget report.

#### H. Director's Report

Poetry month is upcoming and seems like an exciting promotion.

#### I. Adjournment - 8:57pm

The next meeting date is tentatively set for Tuesday, May 2nd 2023.

Respectfully submitted by Justin Tucker