

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

**August 13, 2019 7:00PM Library Conference Room**

**Members Present:** Susan Alessandri, Chair, Chris Monahan, John Scott Smith and Trudi Stefan,

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

Chair Susan Alessandri called the meeting to order at 7:06pm

**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 August 13, 2019 meeting.

**Approval of Minutes**

In a motion made by Chris Monahan, seconded by John Scott Smith, the Library Board of Trustees unanimously approved the Meeting Minutes of July 9, 2019 as presented.

Citizens Speak- Nothing to report

**New Business –**

Director's review-Margaret talked about the library being open/closed on Saturday. The library is closed on Saturday during July and August. Margaret spoke to staffing issues and covering hours for vacations etc.

**Discussion & selection of new Trustee:**

The Trustee's reviewed letters of interest and resume's for each candidate, speaking to their background and experience. How their experience can benefit the Medway Library Board of Trustees was discussed.

The next steps in the selection process were discussed. The Medway Library Board of Trustee's votes and presents a written recommendation to the Board of Selectmen. The Selectmen meet with the Trustee's, interview the candidate and appoint based on the Trustee's recommendation.

Chris Monahan moved to submit Lisa Sheehan as the appointee to the Board of Selectmen, for the open seat on the Library Board of Trustees, seconded by John Scott Smith, 3-1. (In favor of Lisa Sheehan-Chris Monahan, John Scott Smith and Trudi Stefan, In favor of Maria Stotz-Susan Alessandri) Susan will write a letter to the Board of Selectmen with the Library's recommendation.

**Review New Incident Reports-** None to report.

**Director's review** - Chris Monahan nothing to report this month.

**Old Business:** State conflict of interest training- Chris Monahan will take care of this soon.

**Budget Report-** Margaret sent the budget report for the end of the Fiscal year as well as the budget for the Month of July. Margaret discussed line items as questions came up from the Trustee's. Margaret and Trudi spoke to the free lunch program and how popular it has been.

**Director's Report-**Margaret reviewed the Director's Report. The sewer connection project is somewhat on hold. Margaret went on a field trip to check out the sound proofing at Wentworth Institute of Technology.

Susan asked Margaret about adding the "how much you would have saved" on your library receipt if you purchased the books instead of borrowing at the Library.

Susan asked Margaret to look in holding a workshop on News Literacy and teaching people how to spot fake news. Susan will get some names for Margaret to reach out to.

Margaret spoke to a class for teens to prepare lawn signs with their opinions. Focus group is students who are unable to vote, so they can express their opinions. She also explained a program "1000 Books Before Kindergarten".

**Next Meeting:** September 3, 2019 6:30 Sanford Hall.

Chris Monahan motion to adjourn at 8:12pm, all ayes

Respectfully submitted

Wendy Harrington, Recording Secretary