

**Meeting of Board of Trustees
Medfield Memorial Public Library
March 21, 2023**

Attendees: Kiersten Cole, Jennifer Cronin, Lauren Feeney, Richard White and Library Director Pam Gardner. Absent: Phil Tuths, Jessica Razza. Vice Chair K Cole called the meeting to order at 5:10. Motion to accept the minutes from February 8, 2023, Motion, L. Feeney Second, R. White.

Friends of the Library: There are 37 student writing entries. One new volunteer at the bookstore. Seven new Friends members. Thinking of a banner or craft for Medfield Day. 60 tote bags left. Next meeting 4/24/23 at 7 p.m.

Staff Reports: Access Services - is withdrawing the cd collection. Researching new display cases. Continue to update the Welcome Packet. Adults – Art in Bloom March 23-26. Working with Medfield Environmental Action to provide appropriate programs and book displays during Medfield Climate Week 4/29-5/7. Working on early stages of graphic design for Summer Reading bags, t-shirts, etc. Attendance numbers for regular programs remain steady. Children’s – 812 participants for February programming. Animal show a success with almost 150 people. Lego club and Science Surprise continue to fill up. Theme for Summer Reading will be *One World, Many Stories*. Teens – February had 21 volunteers for a total of 47.75 hours. The Anti-Valentine’s Day Party with Out MetroWest had 30 teens in attendance. Hoping to have three to four events per year with OUT MetroWest. Met with Kerry Cowell to discuss having a library “booth” for Café Read-a-Latte 3/20-3/24. The teen space had 133 check-ins in February, 46 on the half day.

Director’s Report: Budget - Remains on track. Completed Projects – Screens and pads have been updated for better self-checkouts. All the various pieces of furniture have been cleaned out and removed. New Missing Child Procedures drafted. Ongoing Projects – Music CD sale. DVD Collection weed out will begin in March. Looking into library-based music streaming services. Upcoming projects - Waiting for a quote from a carpenter for shelving/cabinet installation in the makerspace, children’s activity room and toy collection storage. Plan to participate in Medfield Townwide activities. Other Business – After hours Library use. Open Meeting Law Training, Conflict of Interest Training.

Motion to take funds from State Aid to pay for new large directional signs. Motion, J. Cronin Second, L. Feeney. L. Feeney made a motion to adjourn the meeting at 6:29 p.m. K. Cole second.

Next Trustees Meeting – April 11, 2023 at 5:00 p.m.

Meeting Documents: Meeting Notice, February 7 minutes, Friends Report, Staff Reports, YTD Budget, Trustees Funds, Director’s Report.