

Medfield Memorial Public Library
Board of Trustees
January 10, 2019

Attendees: Library Trustees Lauren Feeney, Deborah Merriam, Maura McNicholas, Colleen Sullivan, Jean Todesca, Director Pamela Gardner.

Library Trustee Lauren Feeney called the meeting to order at 6:05pm.

Deborah Merriam gave the Friends of Library report. The Friends had an excellent year in 2018. The continuous books sale had an exceptional year. Thank you notes will be written to the Friends.

Staff Reports. Public computers were unavailable from 12/22-12/31. Matt upgraded computers and got them up and running. Statistically public computer use is down. Pam will look into wireless printing. The People Counter not recording although seems to be functioning. Eric replaced batteries. Staff will evaluate. Two new Senior tax-write off volunteers are working well. Children's Winter crafts were well attended. Teen participation was low during the holiday season.

Director's Report. FY19 budget is in good shape. Pamela and Lauren worked with Amanda Hall the library's liaison from the Warrant Committee. Building Enhancement Plan. Pamela and staff created a wish list. Decisions will be made which items come from State Aid or donations. Community Outreach- New public health nurse is in place. Library will participate in the Public Health Day scheduled for May 23. Personnel-Children's position will be posted soon. During this transition, Susan, Veronique and Carol are dividing schedule and tasks. Pamela designed a staff organization chart. Pamela will organizational changes with Kristine Trierweiler. Other news- The library has been contacted for an Eagle Scout project, but no follow up at this time.

An announcement of Pamela Gardner as the new Library Director will be published in local paper and the Medfield Patch.

Next Trustee Meeting is February 7th at 6pm.

Motion to adjourn meeting was made by Deborah, seconded by Maura. All in favor. 8:00pm.