

**Medfield Memorial Public Library**  
**Board of Trustees**  
**February 7, 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 6:10pm.

Motion to accept January 10, 2019 minutes with updates made by Maura, seconded by Deborah. All in favor.

Deborah Merriam gave the Friends of the Library report. Friends are working to increase membership. Long term volunteer in the bookstore, Susan has left the Friends board. The Friends are reorganizing to level workload of members. The bookstore is having a Romance novel sale. Paypal link is now on Friends page.

Staff Reports. Sound panels are working well. Middle school book club was a success.

Director's Report. Budget meeting was on January 25<sup>th</sup>. There are leaks in building. Bricks need to be repointed. Programming-Each department was given their own program budget. Outreach-The library has been approached to house a historic desk and bible from the First Parish. After more information and research, a display policy will be created. Personnel-The Children's department will distribute the 20 hours from the vacant position until June. Then a decision will be made to fill the vacant position. Pamela has flexibility in making changes in positions and new job descriptions. Teen & Reference position needs new grading. Future hires will strong technology skills.

Motion to adjourn made by Deborah, seconded by Jean. All in favor. Meeting adjourned 7:25pm.

Next Meeting March 14, 2019 @6pm.