

Minutes for July 13, 2021

Meeting of Board of Trustees
Medfield Memorial Public Library

Attendees:

Kiersten Cole, Lauren Feeney, Deb Merriam, Jessica Razza, Phil Tuths, and Library Director Pam Gardner.

Deb called the meeting to order at 5:10 p.m.

Approval of minutes: Meeting minutes of June 10, 2021 were accepted as written. Motion to approve the June 10, 2021 minutes. Motion: P. Tuths; Second: D. Merriam. Unanimous approval.

Director's Report:

The Library ended the fiscal year under budget; Salaries and Electricity were largest line items not expended in full. Materials budget was met.

New Air Conditioning units were placed on the roof today, with the expectation that the connection and testing will be complete by the end of the week. Staff will plan to open the third floor Children's area on Monday, 7/19, if air conditioning is operational.

Trustees approved the Minuteman Library agreement for the next year. D. Merriam signed the document. Motion: L. Feeney; Second: P. Tuths. Unanimous approval.

The Children's Librarians had a very successful Kick-Off Week for Summer Reading. Backpacks were handed out to participants at the Gazebo. Adult forms were included in the package to expand participation in Adult summer reading.

The Trustees and Director agreed to be a host location once again for the Medfield Holiday Stroll, scheduled for the first Friday in December.

Opening hours for the Library were discussed and decided upon. Motion: L. Feeney; Second: K. Cole. Unanimous approval.

For July 26 hours:

M, W: 10 - 6; Tu, Th: 10 - 8; F, Sa: 10 - 2 (44 hours)

For Sept 7 hours:

M, W, F: 10 - 6; Tu, Th: 10 - 8; Sa: 10 - 5; Su: 2 - 5 (54 hours)

No Staff Reports were due for this meeting.

The next Trustees meeting will be Tuesday, 9/14 at 5:00 p.m.

Adjourn: Motion to adjourn the meeting at 6:35 p.m. Motion: L. Feeney, Second: J. Razza. Unanimous vote.

Respectfully submitted,

Lauren Feeney