

**Meeting of Board of Trustees
Medfield Memorial Public Library
October 12, 2021**

Attendees:

Kiersten Cole, Deb Merriam, Jessica Razza, Phil Tuths, Lauren Feeney and Library Director Pam Gardner. Jennifer Cronin is participating remotely. Kristine Trierweiler is in attendance for part of meeting.

D. Merriam called the meeting to order at 5:15.

Approval of minutes: Meeting minutes of September 14, 2021 were accepted with noted misspelling of Phil's last name in two areas. Motion to approve the September 14, 2021 minutes with noted name misspelling. Motion: L. Feeney moved. Second: K. Cole. Unanimous approval.

Director's Report: The town will not meet the financial commitments to the library this year. The part time position that was eliminated in 2021 will therefore still be unfilled through 2022. At Warrant Committee meeting in January or February, the Board hopes to meet with department heads and selectmen to request funding for FY 2023.

For Holiday Stroll library slated to have 11 artists, MAP and bookstore tables, musical performer in children's area; staff will be present for checking out materials and helping with event; budget for dinner provided for staff.

Library department heads have been given a draft of staff evaluation/personnel plans.

Pam and Bri are taking a Fostering an Antiracist Library Culture online course which gives guidance on fair hiring practices and book collections.

Friends of the Library: No September meeting. Successful Medfield Day with many visitors to booth, mugs and t-shirts sold. October meeting to be held on October 13, 2021.

Staff Reports: Programming is a mix of Covid virtual programming and regular in person programming. Maker space with 3D printing opening next week for walk-ins with capacity limits. Erica is running Haunted House with Teen Advisory Board and now offering timed sessions (10 or 15 min). Bernadette is doing October/Halloween FUN event for younger kids. Children's section reconfiguration. Easily disinfected items have returned to children's area as well as some new purchases. Moira is asking all staff to take basic library training. Unusual items reorganized. Board of Trustees discussed the process of working on a statement of policy regarding programming.

A check in support of library teen programming came in mail along with a letter signed by multiple residents in support of and thanks for recent programming for teens.

Discussion on creation of a policy for all library sponsored programming. Topic should be put on agenda for next Board meeting.

A vote to approve Holiday Closure Dates. Motion to approve holiday closings of Friday after Thanksgiving and Juneteenth. Motion: L. Feeney moves. D. Merriam seconds. Unanimous Vote. Motion to approve holiday closing on Sunday, December 26, 2021. Motion: L. Feeney moves. D. Merriam seconds. Unanimous Vote.

Next Trustees Meeting: November 9, 2021 at 5:00 p.m.

Adjourn: Motion to adjourn the meeting at 7:45 p.m. Motion: D. Merriam. Second: K. Cole. Unanimous vote.