

Meeting of Board of Trustees  
Medfield Memorial Public Library  
September 14, 2021

Attendees:

Kiersten Cole, Deb Merriam, Jessica Razza, Phil Tuths, Jennifer Cronin, and Library Director Pam Gardner.

Deb called the meeting to order at 5:00.

**Approval of minutes:** Meeting minutes of July 13, 2021 were accepted as written. Motion to approve the July 13, 2021 minutes. Motion: J. Cronin Second: D. Merriam. Unanimous approval.

**Director's Report:** The library is still under budget. The fifth part-time circulation position is still unfunded. The required Municipal Appropriation Requirement will not be met and a petition for a waiver must be filed by October 1. The town will have to provide documentation by November 5. Limit daily & meeting room programs to 40% capacity.

**A vote to approve the purchase shelving.** Motion to allow the library to purchase mobile shelving from the State Aid Fund. Motion: P. Tufts Second: D. Merriam. Unanimous approval.

**Friends of the Library:** Plan to change the color of the brochures. Mailing will go to new residents. They will be updating the thank you notes to all members. No half-price sale until October. Electrician coming in to improve lighting in the bookstore. The Medfield Day booth will be staffed with one library staff and one FoL staff. Receipts: One membership donation, grant from Harvard Pilgrim. Expenses: summer reading prizes.

**Staff Reports:** Adult summer was a success. 70 adults collected prize #2. Outdoor programs have also been a huge success. Children's summer reading had 431 kids sign up with 235 kids completing the whole six-week program. Future programs will be held outside weather permitting.

Teen volunteer numbers are back up. Planning the annual Haunted House and in-person Teen Advisory Board.

**Next Trustees Meeting:** October 12, 2021 at 5:00 p.m.

**Adjourn:** Motion to adjourn the meeting at 7:16 p.m. Motion: P. Tufts Second: D. Merriam Unanimous vote.