

**Meeting of Board of Trustees  
Medfield Memorial Public Library  
March 8, 2022**

Attendees:

Kiersten Cole, Jennifer Cronin, Lauren Feeney, Deb Merriam, Jessica Razza, Phil Tuths, and Library Director Pam Gardner. D. Merriam called the meeting to order at 5:12.

**Approval of minutes:** Motion to approve the February 8, 2022 minutes. Motion: J. Cronin. Second: L. Feeney. Unanimous approval.

**Friends of the Library:** Good income for February/March. The lights in the bookstore have been fixed. Lots of book donations. QR codes will be included in the 'New N Towne' mailings. Letters to larger donors to ask if the Friends could put a plaque with their names. Creative writing award projects were due yesterday. Gift cards should be ready by the end of the month.

**Staff Reports:** Art-N-Bloom was a huge success with a lot of foot traffic. "Not So Good Life of The Colonial Goodwife" was also a hit with 22 patrons with several emails afterwards. 18 respondents to the survey picked "You're Making Me Blush: The History of Women's Makeup". A new film discussion group will meet on the first Thursday evening of the month. All other adult programs going well. The library is teaming up with the Cultural Council for Fairy house walk at the State Hospital on April 9. The Amazon order for new toys crafts and supplies was placed in February. Storytimes are well attended. Promotional video for the summer reading program will be shared with the schools. The seed library will be set up this month. SAT prep, the Flying High Dogs and Traveling Goats are on deck this spring. The Teen Librarian has been invited to speak at Medfield's Annual Design Your Learning Day and the MLA conference.

**Director's Report:** Budgets are looking good. Utilities, office supplies and library materials are on track. The library's mission, vision and purpose will also be included. It is time for another survey to discover how patrons borrowing behavior has changed since the pandemic. The furniture arrived as has the new display area. Still waiting on RFID pads and meeting room tables. The lights in the Friends Bookstore have been repaired. The cloud server for the website was upgraded. Still looking into new Wi-Fi access points. Staff performance reviews will be done in May.

Motion – L. Feeney made a motion to use funds from State Aid to upgrade the Wi-Fi access points. Second: D. Merriam

Motion – L. Feeney made a motion to use funds from State Aid to purchase a new public printer. Second: D. Merriam

**Covid-19 Operations** - Masks optional for everyone as of March 1.

**Cross-Training** – Staff cross-training is underway for all staff members.

Next meeting: April 12, 2022 at 5pm.

