

Millis Public Library Trustees

Millis Public Library

February 14, 2017

Present: Trustee Chair Wendy Barry, Trustee Maria Neville, Trustee Jennifer Farrar, Director Alex Lent

Meeting call to order at 10:06 AM by Chair W. Barry.

**MOTION to accept minutes from 1/10/17 made by M. Neville, seconded by J. Farrar-
APPROVED UNANIMOUSLY.**

DIRECTOR'S REPORT- See attached report from Director Lent. Highlights included-

1. Director Lent will work on writing procedures for the Archives Project.
2. Director Lent will work with the Town Hall (Karen Bouret, Operations Manager) to determine the procedures for snow removal of the walkways at the library. He will also work on the procedure for late openings and closings due to weather and it should align with Town Hall.
3. Director Lent will present reviewed/updates/new procedures to Trustees when available.
4. Technology Café to include podcasting and blogging.
5. E-Readers need to be displayed more. New Circulation Desk book display is working great.
6. Add town events such as Town Meeting to video display at circulation Desk.
7. Girl Scout (Emma Barry) will be working on a Community Calendar to be added to our website.
8. Director Lent will organize a program with the schools about Life Histories. This program will be given by Robert Michelson, photographer. Gift Fund money will be used for this program.
9. There will be a concert at the library on 3/30 for the Millis Reads Program.
10. Mass Wildlife has a program for libraries and schools to raise baby turtles for several months until ready to release. Director Lent to explore this program. J. Farrar to explore a similar butterfly program.
11. FY17 and FY18 budgets discussed. Director Lent to present FY18 to Selectmen tomorrow.
12. Director Lent and J. Farrar to talk with Spanish teachers.
13. Director Lent to present information about staff training and director meetings outside of the library at next Trustee meeting.
14. Have FMPL look at grants to fund 3D printer trainings.
15. Test Prep- SAT, ACT- Director Lent to talk with Millis High School Guidance Counselor Mark Awdycki to work on parent night at the library as well as summer and fall preps. He will also reach out to any local test prep centers.
16. Trustees and Director Lent reviewing policies about the use of library rooms.

Meeting adjourned at 12:20 PM.

NEXT TRUSTEE MEETING- 3/14/17 at 10AM at the Millis Public Library

Submitted by

Maria Neville



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actual-1.31.17.pdf

Director's Report
February 14, 2017