

Millis Public Library Trustees

Millis Public Library

May 9, 2017

Present: Trustee Chair Wendy Barry, Trustee Maria Neville, Trustee Jennifer Farrar, Director Alex Lent
Meeting call to order at 10:05 AM by Chair W. Barry.

**MOTION to accept minutes from 4/11/17 as amended made by M. Neville, seconded by J. Farrar-
APPROVED UNANIMOUSLY.**

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

1. Weeding efforts continue.
2. Jared will return at the beginning of FY18 to begin archive project.
3. Director Lent to advertise the screening of Town Meetings.
4. Suggested items for purchase with money from FY18 budget line item "Other Equipment" are iPads, Bluetooth speaker phone for conference calls, virtual reality headset.
5. **MOTION to accept the Camera Footage Policy as amended made by M. Neville, seconded by J. Farrar- APPROVED UNANIMOUSLY.** Director Lent to talk with Police Chief Soffayer about other towns' policies regarding camera footage.
6. **FY18 programming-** Trustees and Director to interview selected focus groups and individuals about community needs and library programming.
7. Director Lent to bring Custodian job description to next meeting.
8. **3D Printer-** Director Lent will begin advertise for patrons to use 3D printer. Procedure in place. Director Lent will bring policy about use to next meeting.

NEW BUSINESS

1. Director Lent to bring additional information to next meeting about fine issues with youth.
2. Director Lent to bring information back to Trustees at next meeting regarding the Children's Summer Programming. Also information about advertising the programming.
3. Director Lent to also present the volunteer programming plan for the summer.
4. M. Neville to inquire at the Millis Public School Superintendent's Office about renting a bus for the Library Annual Field Trip on Saturday, June 10 to Boston Commons (Freedom Trail) with pickup at 10am and drop-off at 4pm.
5. Director Lent will be running the "Millis Day Fair" which will be on Monday June 19th (last day of school) from 11-2pm. Local Makers will be in Roche Brothers' Room, local businesses in hallway, local history throughout library. Teenage Lions (Leos) may run the food outside. Book Fair will be run by the Friends. Director Lent to check with Rachel about a flyer ASAP.

Meeting adjourned at 12:10 PM.

NEXT TRUSTEE MEETING- 6/13/17 at 10AM at the Millis Public Library


Submitted by

Maria Neville

Director's Report
May 9, 2017

Library Fines
May 9, 2017

Campus Forestry Policy
May 9, 2017

 library Budget to
Actual 4-17.pdf