

Millis Public Library Trustees

Millis Public Library

January 10, 2017

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

Guest: Diane Jurmain from the Friends of the MPL

Meeting call to order at 10:30 AM by Chair W. Barry.

**MOTION to accept minutes from 12/6/16 and 12/12/16 made by M. Neville, seconded by J. Farrar- APPROVED UNANIMOUSLY.**

**GRANTS-** W. Barry will attend and assist at grant meetings and with moving on with the Iorio grant money (\$26,550 left) effectively. Priorities for programming and capital grants needs to be revised. Director Lent will work on organizing a list of grants received in the last year to present to the Friends of the MPL and for D. Jurmain to present to the Iorio family. Director Lent, D. Jurmain, and W. Barry will meet next week. (meeting for 1/13 will be changed)

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

1. Need to advertise about E-Library. Need pamphlets with "how to". Let the high school know that there are SAT/ACT prep tests on Universal. Director Lent to find out about making commercial for Millis Cable.
2. Hold a Test Prep Night for parents of high schoolers. It should include a tour of the library, highlighting the resources we have here. Also explain and demonstrate the online resources for test prep.
3. Director Lent will present to the Trustees a Letter of Understanding/Agreement between the Trustees and Friends of the MPL to formalize the relationship and how the Friends help the Library.
4. Millis Reads information will be released on MLK Day. The topic is "Millis Reads about Race in America".
5. At Next Friends meeting, Director Lent will talk about Friends pre-approving money to be available for events/programming that may pop up unexpectedly.

**NEW BUSINESS-**

1. Director Lent to present a date for the April Volunteer Luncheon at the next Trustee meeting.
2. Director Lent to meet with school regarding Spanish Program. J. Farrar to attend also.
3. February 10- Legislative Breakfast- Director Lent will attend with W. Barry and J. Farrar.

**OLD BUSINESS-** Donor Plaque is on the way.

Director Lent leaves.

**12:30 PM – ENTER EXECUTIVE SESSION to discuss Director Lent's review and contract-** M. Neville- yes, J. Farrar- yes, and W. Barry- yes.

**1:30PM – adjourn from Executive Session.**

**MOTION TO ACCEPT DIRECTOR LENT’S REVIEW made by W. Barry, seconded by M. Neville- PASSED UNANIMOUSLY.**

Director Lent returns.

**1:31 PM – ENTER EXECUTIVE SESSION to present to Director Lent his review and discuss contract renewal. – W. Barry- yes, J. Farrar- yes, M. Neville- yes.**

**1:50 PM – adjourn from Executive Session.**

Meeting adjourned at 2 PM.

***NEXT TRUSTEE MEETING- 2/14/17 at 10AM at the Millis Public Library***

Submitted by

Maria Neville

Director's Report  
January 10, 2017



director report  
ELibrary Analysis Jan