

Millis Public Library Trustees

Millis Public Library

February 9, 2016

Present: Trustee Chair Wendy Barry, Trustee Maria Neville, Trustee Jennifer Farrar, Director Alex Lent
Meeting call to order at 10:03 AM by Chair W. Barry.

Motion to approve minutes from 1/19/16 made by W. Barry, seconded by J. Farrar- approved unanimously.

OLD BUSINESS

PORNOGRAPHY- Discussion by Trustees about current policy revised by Town Council. Computer Use Policy, Public Internet Access Policy and Wireless Internet Policy to be incorporated into one policy by Director Lent and presented to Trustees at next meeting for approval. Director Lent will then consult with Town Council regarding Procedures to assist staff in supporting the Policy. The Policy Index will reflect these changes.

DIRECTOR ANNUAL REVIEW PROCESS- Waiting for standardized Town interview template from Town Administrator.

JOAN DIKUN REMEMBRANCE- Director Lent presented to the FMPL the plan to use funds donated for Joan towards a granite birdbath to be purchase from the same place as our granite benches. M. Neville will notify the Cliquot Club Book Group that donations collected by the group will be used to get a plaque dedicated to J. Dikun for outside the Tech Room.

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

1. **Mango Languages-** not accessible yet.
2. **MPL Operations Manual-** Director Lent is working on Daily Operations first.
3. **Warrant Policy/Patron Privacy Policy-** Director Lent will also check with other libraries regarding their policies.
4. **Borrowing Policy-** Director Lent to incorporate into policy the actual current policy including need for library card, one time use of proper ID, use of Card Star, etc. and to present to Trustees next month.

TRUSTEE REPORT-

1. J. Farrar reports that the Millis Reads Program is ongoing. Scavenger Hunt is on target. Posters to go up and we will highlight our Museum Passes for both the Isabella Stewart Gardner Museum and the Museum of Fine Art.
2. Director Lent and W. Barry are working on the reports due for the 2015 Town Report. W. Barry is also working on manual for Trustees.

NEXT TRUSTEE MEETING- 3/15/16 at 10AM at Millis Public Library

Motion to adjourn at 11:15 AM made by W. Barry, seconded by M. Neville- approved unanimously.

Submitted by

Maria Neville



director budget
Copy of Actual 1.31



director Copy of
Statistics 2-16.xlsx