

MILLIS PUBLIC LIBRARY BOARD OF TRUSTEES MEETING May 14, 2019

The Trustees of the Millis Public Library met at 961 Main Street, Millis, MA on May 14, 2019. Present were Trustee Chair Wendy Barry, Trustee Laura Satta and Director Kim Tolson. The meeting was called to order at 7:30 PM by Ms. Barry.

APPROVAL OF MINUTES-

DIRECTOR'S REPORT- see attached report.

Funding:

- for 10 technology hours for May & June (pro-rated)
- Reminder of the idea to purchase the personalized jewelry making kit
- Need to spend professional development resources
- Noted that tech budget spending needs to happen; potential to consider replacing desktops
- Discussed FY2020 Budget acceptance

Personnel

- Discussed Rebecca's new technology role and training needed
- Suggestion to have Rebecca visit with nearby library; Ms. Barry made a motion to allocate and approve \$150 from Trustees' budget for Rebecca to meet with area tech directors for brainstorming session(s). Ms. Satta seconded. Motion carried.

Facilities

- Ms. Tolson to talk to town administrator to contact consultant firm about quoting for our building maintenance needs/capital improvement. We're concerned that as the building ages, we'll have increased repair needs while lacking the funds to address them.
- Commercial Boiler replaced two belts and a broken motor on the Energy Recovery Unit.
- Proposal to use up plastic bags for borrowed books and then purchase re-usable returnable bags that patrons can check out and return with their borrowed books.

Programs and Upcoming Events

- Last day of school fun fair: remember signs to prepare patrons for onslaught of noise and activity on the library grounds after school. Noted that the advance notice was appreciated by patrons last year.
- Reminder to think about the plan for high school student volunteers

Strategic Plan

- 360 responses to the survey. The final cmte. Meeting will be Tues June 18th. Need to set up meeting amongst Trustees with consultant and plan our meetings for strategic plan.

FRIENDS OF THE MILLIS PUBLIC LIBRARY (“FMPL”)

- Discussed fact there was no April meeting. There was a fun fair meeting among Art, Meg, Sandra, Beverly and Diane.

Other

- On call librarian Lorraine’s husband passed away. Voted/passed to send donation.
- Discussed recent incidences
- Two men traveling around to libraries to rate them. We received 4.5/5 . Discussed publicizing.

New Business

- Drinking fountains
- Feedback that chairs in back parking lot entry way aren’t comfortable. Several patrons mentioned wanting more lounge-like chairs to sit and chat
- Still looking for archivist candidates
- Ukulele teacher coming back to offer 3 programs June 10th (last night)

NEXT TRUSTEE MEETING- The next meeting will be on 6/11/19 at 7:30 PM at the Millis Public Library.

A True Record

_____ Laura Satta