

## **MILLIS PUBLIC LIBRARY BOARD OF TRUSTEES MEETING Oct 7, 2019**

The Trustees of the Millis Public Library met at 961 Main Street, Millis, MA on Oct 7, 2019. Present were Trustee Chair Wendy Barry, Trustees Laura Satta and Jennifer Farrar 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:** FY20 Budget – see attached. 25% through the year. Budget is on track. Kim pointed out a few things: In library supplies put in order for new patron library cards. Only do that every few years so that was a noticeable overage.

Will need to increase Useful budget to adjust for inflation.

Rebecca and Kim going to NELA conference in Mystic, CT.

**Personnel:** Kim reports we have a new on call library assistant. Kim reports she still needs a solid candidate for the library archivist position. Needs someone who can hit the ball running. A few applications came in for the Memory Café position. Five MPL staff attended Mental Health Training. They reported great practical advice.

**Facilities:** Glass on front door has been replaced.

Safety Signal came to solve misfiring issue on fire alarm. Replaced a battery. System is normal.

Commercial Boiler investigated lack of hot water in the building. CB reported issues as cite in the Director's Report. Concern that we need an opinion from alternate HVAC service provider as we've had numerous problems this past year.

Kim is looking for additional plumbing quotes to install new water fountains.

A crew cleaned up the beds around the outside of the library.

### **Programs and Upcoming Events:**

Ballroom dance class was a hit.

20 people attended the local hikes talk.

Maker Mondays is picking up in attendance with the tween crowd.

Upcoming: Esther is picking up the Science Book Club on Tuesdays. The next book will be The Case Against Sugar and possibly How Not to Die.

Girls Who Code club starting up again. Have three great facilitators but struggling to get attendees so far.

Friends Book Sale coming up last weekend in October.

### **Strategic Plan:**

Strategic Plan is finalized and has been submitted to MBLC. Kim will print final copies once approved.

### **FRIENDS OF THE MILLIS PUBLIC LIBRARY (“FMPL”)**

See director’s report.

### **Other**

Discussed Kim’s article about how LinkedIn Learning is forcing users to sign up for a LinkedIn account and the implications for library users.

### **NEW BUSINESS:**

Wendy took the historic Millis map (gifted to the library by the Gittens family. It’s a Wallingford map from the late 1880s that hung in the Medway town office of one of the Adams men’s offices ) to a couple of binaries to see about restoring the map. Wendy asked that we approve up to \$1000 to pay for restoration of the Gittens gifted Wallingford map. Motion was approved.

Wendy shared some programming ideas she picked up from visiting neighboring libraries: intro to meditation, gentle fitness, genealogy appointments, Banned in Boston.

**NEXT TRUSTEE MEETING-** The next meeting will be on Tuesday November 12, 2019 at 7:30 PM at the Millis Public Library.

A True Record

/s/ Laura K. Satta