

## **Meeting of the Trustees of the Millis Public Library**

**September 13, 2021**

The Trustees of the Millis Public Library met via video conference on Monday, September 13, 2021 at 7pm. The Meeting was duly posted, and appropriate notice was given. In attendance was Wendy Barry, Chairperson, Laura Satta and Jennifer Farrar, Trustees and Kimberly Tolson, Library Director.

Ms. Barry called the meeting to order and declared a quorum present. The approval of meeting minutes from the previous meeting was deferred.

Ms. Tolson presented the Director's report, referring to the meeting materials (attached). She discussed the bids for repair work. Messes. Barry and Tolson said that they would meet to further review the proposals and report back at the next trustee meetings.

Ms. Tolson gave an update on the Friends of the Millis Public Library initiatives and upcoming Library programming, including a Halloween movie to be shown as the last seasonal outdoor movie. Ms. Barry discussed ideas for a Halloween themed night in the courtyard. She gave a report on the recent miniatures painting event, outdoor story times, sprinkler meet ups, science book club and lego club. She said that youth dance and art programs are upcoming. We discussed upcoming hybrid possible programming.

Ms. Tolson discussed the hotspots available, the promotion for the hotspots and updated hot spot policy.

Ms. Tolson gave a COVID- 19 update. She said that there have been no issues with mask compliance. She then discussed the hiring of new on-call staff.

Ms. Tolson discussed the coordination of the repairs to the doors to the dumpster in the parking to with the town Department of Public Works. She will report back on progress at the net meeting.

Ms. Barry then reviewed Old Business the use of COVID-19 funds to expand services. Ms. Tolson will find out and report at the next meeting. Ms. Barry asked for an update on HVAC repairs. Ms. Tolson said she would find out about the parts ordered for September and report back with a timeline for repairs at the next meeting.

Ms. Satta said that she would meet offline with Ms. Tolson to discuss a speaker to present the Town Meeting rules. Ms. Barry asked that they report back on this at the next Trustee meeting.

Ms. Barry asked if there is any new business. Shea asked about the plans for programming when the weather gets cold. Ms. Tolson said that she envisions hybrid programming with some in person in masks and some virtual participants. She said it depends n the program and whether a virtual option makes sense. Ms. Tolson is going to reach out to other libraries to compare their plans. Ms. Barry asked for a report back of offerings next meeting.

Ms. Barry asked the Trustees opinion about the Friends Fall Booksale. There was no opposition voiced. A discussion of COVID procedures that should be followed ensued.

There being no other business, there was a motion and second to adjourn the meeting at 7:35pm.

A True Record.

*Jennifer White Farrar*  

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