

## **Millis Public Library Board of Trustees Meeting Minutes**

Tuesday, August 15, 2023

### **Call to Order:**

Ms. Satta, Chair, called the meeting to order at 7:09 pm with Trustees Tricia Berube and Jennifer Farrar and Acting Library Director Rachel Silverman present

Minutes for the July 11, 2023 meeting passed unanimously

Ms. Silverman presented the Director's report

### **Directors report**

Ms. Silverman reported that materials budget for budget year 2024 needs to be increased in light of budget increase due to staff pay increases negotiated after 2024 budget was proposed. Increase should be approximately \$5,200.00. She will reach out to Mike and Karen to reach out regarding proceeding for fall meeting.

Director and Trustees will monitor ongoing budget needs including on call and extra time to assess if additional budget request would need to be presented in the spring.

ACTION ITEM: Rachel will update us on the budget ask.

Lighting- ½ replaced and it was great. Older half has had some challenges, some bulbs are out above the adult seating area – will need to explore funding options.

Programing - children's program for summer has gone well.

Duck hunt was a success, 40 people came in attracted by it. Hid ducks in the children's room used social media day. Great success for a spontaneous rainy day.

Social Media – we have been seeing more posts to the forum. Our Page posts are scheduled and we now post them to the forum

Reading store hours - lots of traffic for the kids up to 6<sup>th</sup> grade.

Discussed ways to include self-directed Spanish ideas in the summer for next year.

Flying high dogs - success even though it was very hot that day.

Acrylic paint instruction - successful attendance

Super Mario - attended by 26 kids.

736 in attendance total for our July programs

August - Kid Magician - 85 people

One up games from Plainville- 32 kids, teens and tweens

8/25 - first of two Shakespeare in the courtyard.

Personnel - Ms. Silverman provided on call shout out - they have been doing wonderful!

### **OLD business**

Courtyard lighting, we have not heard from the contractor who was quoting us. Looking for other contractors to do lighting quotes. Will get quote for front too.

Social media – discussed above as well. Discussed goal for year for community outreach - show up at town rec events etc. Will continue to look for opportunities that allow for library to engage at community events keeping in mind availability of staffing to support this.

## **NEW Business**

### **Friends**

40<sup>th</sup> anniversary meeting - went over invite and logos

Discussed that Friends could create venmo or people can donate direct

Discussed how do we celebrate the 10<sup>th</sup> anniversary of the library

### **ACTION ITEMS:**

Ms. Satta to connect with

Ms. Farrar is going to work on a draft of the fundraising letter -

Ms. Farrar to research appropriate mailing audience and address

Ms. Satta thanked Ms Silverman for taking care of the following:

- Dumpster door fixed
- Snow blower removed for the season
- Ted Seager memorial plaque purchased and hung

Meeting was adjourned approximately 8:30 pm

A True Record

Tricia Berube, Trustee