

Friends of the Millis Public Library
Monthly Meeting
December 4, 2024
Started at 6:03 p.m.

Attendance:

In Person: Sandra Elaine Scott, Meghan Gavaghan, Julie Ackley, Kim Tolson, Jane Hardin,
Diana Nunnally
Via Zoom: Art Payne, Jen Payne, Jennifer Farrar

Minutes: The minutes were available for review on the Friends website. No questions. Jane made the motion to accept, Meghan seconded, motion passed.

Treasurer's Report:

Meghan presented the Financial Report. The woman from Glen Ellen – who made a donation last year – donated to the library. Meghan was going to reach out to her to see if she meant to donate to A Novel Occasion. This happened last year.

The Operating Funds are still low. A lot of the expenses were spent on the renewal of the Museum Passes. Diana had two questions that Meghan answered. The Friends spend \$4000 annually for all of the passes and that the renewals are due at different times throughout the year.

On a month-to-month basis the checking account is low. The annual amount that the Friends spends on programming, museum passes, events, etc for the library runs from \$8,000 to \$10,000. These expenses are generally covered by book sales, memberships, and general donations. Jennifer asked if anyone has ever reached out for 'renewal' donations for the passes. Five years ago, Middlesex Bank gave \$15,000, which was used for many programs and more for the library. Diane Jurmain was going to reach out to the Iorio Foundation to find out why they did not donate \$2,000, as they have done for many years. Also, it was asked how much the A Novel Occasion fundraiser brings in. So far, it has been between \$2,000-\$3,000 per event. Kim did speak with the Dover Library Director how their Friends do fundraising. The Bellingham Library/Friends have local businesses sponsor the Museum Passes. Those businesses are listed on the library's website and the passes.

Meghan brought up that Mindy Murray had passed away over Thanksgiving. She was very active in the Friends and will be truly missed.

Director's Report:

Kim discussed the Library's Strategic Planning 5 Year Plan process. The Library launched a survey on December 4th for the public's input. They are encouraging everyone to participate and to spread the word. There is a separate survey for the 5th - 12th grade group. There will be a drawing for this age group to win a \$10 Dunkin Gift Card to encourage participation. After the survey is completed, there is a spot where you can indicate if you would like to be in a focus group.

Kim gave an update on the new system for the Library's calendar, booking rooms and the Museum Passes. It seems to be a good product that was not too expensive, is user friendly, easier, and more appealing than the old system.

The Teen Programming is going really well. There has been very good attendance at the programs. Fatima is doing a really good job!

Trustees Report:

At the last meeting the Clothes Collection was discussed. No decision could be made as there were only two Trustees at the meeting.

Jennifer mentioned that the Trustees were thinking of providing either lunch or breakfast for the Staff over the holidays.

Jane offered to host a Friends Holiday Party sometime in January.

New Business:

Spring Book Sale is set for April 4, 5 & 6th. Tuesday the 1st will be box moving while the 2-4th will be sorting.

A Novel Occasion update:

Tickets are now on sale. Went over the authors who will be attending. Buy a ticket – sell a ticket. Push for sales. The information will be going up on the Library's page.

Sandra Elaine spoke at Author Nation in Las Vegas about holding virtual events, using A Novel Occasion as an example.

Any New Business:

Kim spoke with the Dover Library Director on how their Friends do fundraising. They do a Mass Mailing to their entire town asking for donations. This is their only fundraiser and it funds everything!

It was discussed about our Friends do something similar, maybe an end of the year appeal. Meghan is currently going through WIX, weeding out people who haven't renewed their membership in the past 10 years.

Ideas if we were to do this included: having quick, concise bullet points with facts about the Library, facts about the Friends, having multiple ways to pay, hope you can make a difference, etc.

Ways to get it out to the public. Mail it out to all the households in town and on social media. There was discussion about what kind of form to send out: a tri-fold form with a stamped envelope to return it seems to be the best plan.

Jane mentioned Legacy Donations as well.

The meeting was adjourned at 7:03 p.m.

Respectfully submitted by Julie Ackley