

Millis Public Library Board of Trustees Meeting Minutes

Tuesday January 28, 2025

Call to Order:

Ms. Farrar, the Chair, called the meeting to order at 7:15 pm with Trustees Tricia Berube and Becky Fong Hughs and Library Director Kim Tolson present

We are deferring November and December minutes until the next meeting.

Ms. Tolson Presented the Directors report Director's Report

Funding

FY25 Budget

See attached budget update. We are about 58% of the way through the fiscal year.

Kim reminded us that the building maintenance line would be coming out as a it is an expense going to the town

FY26 Budget

The group discussed the FY26 budget submission. The presentation schedule is as follows:

Select Board – Monday, February 3 rd at 1:30 pm Ms. Fong Hughes will be attending with Ms. Tolson

Finance Committee – Wednesday, February 12th - Time 8:15 pm Ms. Farrar will attend with Ms. Tolson

2026 budget –Ms. Tolson met with the town and talked about the teen library position, will have to prioritize the funding and ideally we will build gradually into budget to support as this was originally funded out of the Marijuana Impact Funds

The Library's capital request for 2026 is the HVAC repairs and updates - \$32,000 estimate per the GRLA assessment previously completed

Ms. Tolson reported we received a \$600 Millis Cultural Council grant for Millis Reads 2025.

Facilities

Mr. Bob Weiss has been in communication with someone from Green Street Power, the company that maintains our solar panels. There is an issue with ongoing outages, which has apparently been caused by faulty inverters. This has caused a lower than predicted performance. Green Street Power will be issuing a \$3,000 credit to the town and is planning to replace all the inverters on our system with inverters from a different manufacturer, which should fix the issue. See attached letter for more details.

Programs & Services

Past Programs

Sat. 12/14 – Copley Cats Holiday Concert – 55 attended

Fri. 12/20 – Teen Movie Night: Edward Scissorhands – 5 attended
Mon. 12/23 – Pearler Bead Art – 6 attended
Thu. 12/26 – Harry Potter Trivia – 9 attended
Fri. 12/27 – Hack that Painting – 11 attended
Mon. 12/30 – Taylor Swift BINGO – 12 attended
Fri. 1/3 – Paint Bookends for Middle School – 14 attended
Sat. 1/4 – Read to a Therapy Dog (new recurring program) – all 4 slots of the program were filled and about 10 other kids were able to interact with a second dog, who came to be a “greeter.”

Mon. 1/13 – Horror and Thriller Book Club (new monthly program) – 4 attended the initial meeting

Tues. 1/21 – Seed2Plate presents: Adventures in Microgreens – this program reached capacity (16 people) and was very engaging

Upcoming Events

Millis Reads will be launching soon. The theme this year is “Digital Wellbeing” and the main title is “The Anxious Generation” by Jonathan Haidt, with a handful of other titles for different ages and reading interests. Programs will include a panel discussion on “Anxious Generation,” Online Safety 101, a Basics of AI program, a “No-Tech Lock-in” for tweens, art therapy, and middle and high school book discussions.

Thurs. 1/24 at 6pm - “I AM ...” with Motivational Speaker, Scott Maloney – This is a MCC-sponsored event that the Library wrote a letter of support for.

Fri. 1/24 at 6pm – Teen Anime Night

Tues. 1/28 – Rock, Paper, Scissors Tournament (Library Legends event)

Fri. 1/7 at 6:30 - DIY Heart Suncatchers for Middle School

Strategic Planning

Ms. Tolson presented current Survey Results are attached. Staff focus group was held on 1/14 and they did SOAR and Values exercises. There are two community focus groups scheduled for 1/30 which are already full and a youth focus group scheduled for 2/4, which we are trying to recruit participants for.

466 survey responses have been received thus far

The two focus groups for adults are this Thursday, January 30, 2025

Staffing

Our new Collections Manager, Ms. Alyssa Freden, started on 1/21.

Friends

The monthly Friends meeting was scheduled on 1/22. The next meeting is scheduled for 2/26.

Other Business

Director Review

Ms. Tolson's anniversary date is 1/29 and that means it's annual review time. Ms. Tolson provided us a attached a document summarizing accomplishments over the last year

Ms. Farrar will send out the review form and Trustees will prepare there Provide comments to Ms. Tolson for discussion.

New Business

Ms. Berube will not be seeking a second term. Discussed position is available for interested town resident to pull papers

Annual Report - Ms. Tolson has written a draft and will work with the chair, Ms. Farrar who will write her portion of the Annual Report and send to trustees for review.

Discussed Clothing bins - still in consideration - Friends are reviewing if they can support the maintenance of the fundraiser. Ms. Tolson is going to to follow up with Mike Guzinski about permissions needed for the clothes collection bin.

Two new friends members - volunteered to work together on approaching businesses for friends support - reviewing to have them sponsor passes, line on the museum pass booking.

Ms. Tolson will provide museum prices to Ms. Farrar to provide to interested potential business sponsors.

Potential concert at Niagara - discussed that the library would get net after expenses paid to Niagara. Raffle basket or something to raise money. They need someone to come from the library and provide info to the audience about what the money would be used for. Ms. Farra will ask The Friends for an update if they wish to support and keep us updated. The concert would be in March

Meeting adjourned at 8:19

