

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

Tuesday February 11, 2025

### **Call to Order:**

Ms. Farrar, the Chair, called the meeting to order at 7:05 pm with Trustees Tricia Berube and Becky Fong Hughs and Library Director Kim Tolson present

Outstanding minutes reviewed for approval

November approved unanimously to include edits discussed

December and January approved unanimously

Ms. Tolson presented the Director's Report

### **Funding**

#### **FY25 Budget**

Reviewed the budget update. We are about 58% of the way through the fiscal year. Office supply budget almost used up, printer fees are increasing. Tax forms free can be printed for free. Ms. Berube suggested we should look at increasing cost of copying if needed to cover the costs of printer supply fees .

#### **FY26 Budget**

The budget presentation to the Select Board went well.

Ms. Tolson is presenting to the Finance Committee on Thursday, February 12<sup>th</sup> at 8:15 PM. Ms. Farrar is attending with Ms. Tolson

### **Facilities**

The solar panel repair project is ongoing. Slightly delayed with the weather and will be a little longer presumably to complete.

### **Programs & Services**

#### **Past Programs**

- 1/28 – Rock, Paper, Scissors Tournament (Library Legends event) – 6 attended
- 1/7 - DIY Heart Suncatchers for Middle School – 8 attended
- 2/6 – Mexican Tin Heart Art with Pop up Art – 10 attended (snow kept some people home)

#### **Upcoming**

- Tue. 2/18 at 4:30 pm - Chain Reactions and Creative Contraptions: For elementary school children. Playful Engineers presents “Chain Reactions & Creative Contraptions,” a hands on, play-based “make and break” event. The program will feature projects like catapults, exploding popsicle sticks, gravity-powered carousels, Rube Goldberg Machines and more.
- Wed. 2/19 at 10am – BINGO for Kids
- Wed. 2/19 at 3:15 pm – Perler Bead Art
- Thu. 2/20 at 3pm – Lego Kits
- Thu. 2/20 at 7:30 pm - Inclusive and Diverse Book Recs with Bookstagrammer @sometimesleelynnreads (Virtual)

- Fri. 2/21 at 6pm - Teen Movie Night: Confessions of a Teenage Drama Queen
- Fri. 3/7 at 6:30 pm - Emoji Paint Night for Middle School

### **Strategic Planning**

Ms. Tolson reported that they held three community focus groups to get more in-depth feedback from the community. The last community feedback exercise we are doing is to track public service desk questions/feedback for a week. In March, we will hold our final planning committee meeting, draft mission/vision statements, and draft Community and Library Profiles.

Ms. Tolson reported as we only had one volunteer for the teen focus group, there will be an attempt to illicit volunteers before a teen event in the near future

Nearing the end of the gathering of input and they are now tracking questions and requests at the desk

3<sup>rd</sup> and final advisory committee meeting in 3/27/25 and they will make recommendations for final items to include in final plan, - updated mission and are putting together community and library profiles

### **Friends**

The next meeting is scheduled for 2/26. Ms. Tolson meet with two new Friends members who are going to be looking at ways to connect with local businesses for fundraising opportunities. Ms. Tolson recommended they connect with Ms. Farrar to make sure everyone is aware of how contact with different businesses is being made.

Fundraising - Mr. Rob Zammarchi had offered to partner with the Trustees/Friends for a fundraiser concert for the - Trustees and Ms. Tolson discussed will revisit opportunity in future as Friends were unable to support a fundraising concert for March as offered by Mr. Zammarchi

New business

Library Patron Amy Cohn is trying to engage a political discussion has booked a room for open forum discussion.

Millis Cultural Council Art Show – discussed supporting and Trustees and Ms. Tolson proposed charging \$25 to cover cost of staffing to close after the event on June 14<sup>th</sup>

The Trustee position for the May 2025 election appears to still be open.

Ms. Farrar is working on her comments for the annual town report.

Ms. Tolson's review - Trustees will have reviews to Kim and Jennifer by End of February to discuss at 3/11/25 Trustee meeting.

Clothing Bin - Ms. Tolson will confirm an acceptable location with Town and Friends would like to discuss more details about the process.

Meeting adjourned at 8:10pm