

POSTED

**Millville Free Public Library Trustee Meeting
14, 2021**

July

Present: Lynn Foley, Colleen Curis, Pam Maloney, Gail Bryson, Alyssa Thompson

Secretary's Report: See attached - All approved.

Treasury's Report: See attached - All approved.

Correspondence: None

Election of assistant librarians - on hold

Bench -

Librarian Report:

We as trustees want to be "trained" in some library "stuff" just in case we ever are without alllllll the people in the library who know how to do "stuff"

- Looking at how to do the webpage. We are close to actually getting close to having one made for us! There is \$\$ left on the CW Mars line so we can use that. Vote was all approved for moving forward on contacting the website company as soon as Colleen A is ready.
- The ARIS report is due August 27. Colleen A is on top of it!
- CWMars has given us so much in fin aid to help with the payment for the network services that we will have \$2,000 to \$3,000 left in our budget from this line item. (see above!)
- Only 5 kids have signed up for the summer reading program. Two Jr Honor Society students (Marissa P and Amber W) are helping with the ending party and have made up a flyer for the program. Colleen A will send a reminder out to the parents on our google list. Pam M will advertise it more on social media and elsewhere.
- Upcoming events: **Friday, July 23rd** at 8:30 is the Walk and Talk with the senior center. Colleen A will bring donuts/breakfast treats and coffee. Invitations have been sent to the Senior center. **Saturday, August 12th** from 11:00 to 11:30 Southwicks Zoo's Earth Ltd traveling zoo is bringing 3 to 4 animals for a program they call "We Like to Move it, Move it"
- Colleen A has submitted payment for the invoice from Dave from Rhody Pest and he should be starting work sometime this month.
- A meeting has been set to film our library tour. Jesse (from the school) will be coming on **Thursday, July 29th at 9:00** to film. Gail will provide a brief history of the library to start (filming on the outside). Gail will call Evelyn to see if she is available to also be filmed and/or give Gail a "script" to read. Then they will film the adult and children's room. They will then talk about how to use Libby, e-books, and films/videos. We would like to have about 3 kids from our Jr Friends to do the tour.
- Christina, the principal at the MES has sent a list of parents who want library cards created for their kids. About 16 kids requested cards! About 1/2 of those

cards have been created and the parents have been notified that they are ready for pick-up.

- Bench - on hold.

Building Concerns:

- Paul O has given us a quote for the work we need done. \$17,900. We would like to know a date he could start if we appoint him the job. We are still waiting for the quote from Moe T. Gail will get that.

Junior Friends Group -

- online book sale didn't go great. People said they wanted stuff but then never came to get them! Maybe put up signs advertising the ongoing book sale in the foyer. Also maybe let the Girl Scouts sell their craft kits to benefit the library
- They cleaned the foyer and it is beautiful!

Senior Friends Group -

- Meeting was postponed
- Allyssa will put out something on social media to promote the Friends Group and get new members (hopefully). Also, she will (possibly) go to the senior center to - recruit. Pam, Gail and Lynn will help if needed!
- Will think about creating an online and in person "giving tree".
- Allyssa has tried to contact Garden Wonders about donations.

Old Business

- Updating names on plaque - Gail will do it (sigh)

New Business -

- Colleen C saw an idea for a "StoryWalk" while in NYC. Great idea! We could do it - maybe in the little veterans park across the street? Let's talk about it at the next meeting.
- During the last Selectmen Meeting Pam M noticed that the library's surveys were mentioned, and they were wondering about an update on the outcomes. Pam M will get us on the Sept agenda (?) so we can give them an update on results. The survey is still open though so it's best we wait till at least Sept to go to a Selectmen's meeting.

Other Matters - none

Next Meeting: Wednesday, August 11 at 5:30

REC JUL 27 2021

AM 6:47

TOWN CLERK

Librarian's Report

July 14, 2021

- The ARIS report is due August 27th. I sat in on a zoom ARIS training Tuesday and will begin working on this next week.
- CW Mars has given us so much in financial aid to help with payment for network services that we will have \$2,000 to \$3,000 left in our budget on this line item.
- We only have 5 children signed up for the summer reading program. Two Jr. Honor Society students (Marissa Pedorella and Amber Whitner) are helping with the ending party and have made up a flyer for the program. I will send a reminder out to parents on my google list.
- Upcoming events: Friday, July 23rd, at 8:30 is the Walk & Talk with the senior center. I will bring donuts/breakfast treats and coffee. Invitations have been sent to the senior center. Saturday, August 12th, 11:00-11:30, Southwick Zoo's Earth Ltd traveling zoo is bringing 3-4 animals for a program they call "We Like to Move It, Move It"
- I have submitted payment for the invoice from Dave from Rhode Pest and he should be starting work sometime this month.
- We will be meeting Jason Thursday, July 29th, to film the library tour. We would like to begin the tour outside with a short history of the library and work our way in to describe the circulation area and the adult and children's room. We also want to film how to use Libby to obtain e-books and films. We would like one of the Trustees (Gail??) to provide the history, and to have 3 students from our Jr. Friends do the tour with 1 student (Clover??) explaining Libby and how to get to books on Overdrive.
- Christina, the principal at the Millville Elementary School has sent me the list of parents who want cards created for their children. I have created about half of those cards and notified the parents that they are ready for pick up.

BUDGET LINE ITEM	AMOUNT BUDGETED	7/10/2021
Professional Salaries #10-610-5110	\$17,043.00	-\$622.20
Balance Salaries		
Electricity #10-610-5210	\$1,896.00	\$16,420.80
Balance Electricity		
Heating Gas/Oil #10-610-5215	\$2,700.00	
Balance Gas/Oil		
Building Repairs & Maintenance #10-610-5240	\$1,200.00	
Balance Building Repairs & Maintenance		
Building Systems #10-610-5241	\$540.00	
Balance Building Systems		
Equipment Repairs & Maintenance #10-610-5244	\$500.00	
Balance Equipment Repairs & Maintenance		
Telecommunications #10-610-5340	\$840.00	
Balance Telecommunications		
Postage & Mailing #10-610-5345	\$150.00	
Balance Postage & Mailing		
Custodial Pest Control #10-610-5381	\$411.00	-\$420.00
Balance Pest Control		-\$9.00
Administrative/Office Supplies #10-610-5420	\$250.00	
Balance Administrative/Office Supplies		
Books & Circulation Materials #10-610-5585	\$7,503.64	-\$144.81
Balance Books & Circulation Materials		\$7,358.83
Dues & Memberships #10-610-5730	\$3,607.00	-\$478.00
Balance Dues & Memberships		\$3,129.00