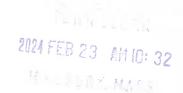
Town of Millbury Library Board of Trustees Millbury Public Library Tuesday, December 19, 2023 – 6:00PM

Location: Millbury Public Library



Board Members in Attendance:

Eric Boll, Christine Brady, Christine Fintzel, Carol Burke, Linda Gosselin, Keith St. Denis, Susan Copeland

Library Leadership in Attendance: Ann Dallair, Theresa Boulrice

Minutes

1. Call to Order

a. There being a quorum, Eric called the meeting to order at 6:04 pm

2. Minutes

- a. The amended minutes from the November meeting were distributed and reviewed.
- b. Keith made a motion to accept the minutes, and Chris Fintzel seconded.
- c. The motion carried unanimously.

3. Citizen Forum

a. No citizens present

4. Mark Hollis - Introductions

a. Mark is the town Facilities Manager/Engineer. He updated us on the status of library facilities repairs in the queue (see Facilities Subcommittee below for additional information)

5. Director's Report

- Adult Services Librarian Melanie King Starts Wednesday, Jan. 3
- Staff receiving professional development on reference services in January.
- Kim Caouette, won a scholarship to the PLA conference in April.
- Millbury Public Library state certified
- Chain of Lights great turnout -had more than 700 participants
- Adult program attendance:
 - Adult Book Club November 7
 - Adult Book Club December 7 (Includes a new member)
 - Sound Bath Healing -18
 - Energy Healing 101 11
- January upcoming
 - Watercolor series from 1/18 to 2/8
 - Friends Exercise class Wed, Jan 3 to Feb.21
 - Simple Steps to Get Organized Thursday 1/11/24 6PM

6. Children/Young Adult Librarian's Report

a. Update on Programs

- November Scavenger Hunt: 111
- Horiday Tree Decorating: 26 were returned out of 31, Votes. 283
- Great Success thanks to our Teen Volunteers for dressing up as Elsa, Olaf & Belle
- Messy Hands: 12
- Storytime by Candlelight: 38
- Teen Crochet: 0
- Baby Time:0
- Writing Group: 3
- b. Story Time: 20-40
- c. Other Items
 - High School Outreach/Book Group: 6
 - Homeschool Outreach: 14
 - Still waiting from the Friends on whether they will support the other half of the Sensory Garden.
 - Winter Reading is coming! Read Around the World.
- d. Paper form, very simple
- e. Feedback from visitors
 - Family from Douglas said "This library is beautiful!"
 - Other Comments
 - Had several comments during the Chain of Lights about how great our library is.
 - "This is such a nice library"

7. Invoice Payment Review and Approval

- a. The invoices for the month were distributed, reviewed and commented on.
- b. Keith St. Denis introduced a motion to approve the invoices as submitted
- c. Susan Cleveland seconded the motion and the motion passed unanimously.

8. Subcommittee Updates

- a. Facilities Subcommittee
 - MPC replaced valve in heating vent in upstairs bathroom.
 - Leak Chiller Test Thursday 12/21 8-11AM
 - Mark Hollis brought a roofer from Adam Silun from The Garland Company, to take a look at our leak issues near the tree.
 - Received 6 new curb stops and delivered. Requested 2 more.
 - Mark has the following on the radar bollards.
 - Elevator quarterly maintenance no issues
- b. Technology Subcommittee
 - CWMars adjusted the # of pages to print to the small printers. Will make signs for the public. If they have more than that, they will have t their information transferred to flash drive available at front desk.
- c. Endowment Subcommittee
- d. Policy Review Subcommittee
 - Meeting with the committee to revise our current Patron Conduct Policy. Meeting on Jan. 4 at 5:30PM

9. New Business

a. Update to the Patron Conduct Policy

- Policy Subcommittee meeting scheduled for Jan 4, 2024 10. Old Business
 - Eric will review the procedure with Jane Davolio, Town Clerk
- 11. Other Topics Not Anticipated to be Discussed no discussion
- 12 What We've Been Reading
- 13. Adjournment
 - There being no further business, Keith St. Denis made a motion to adjourn.
 - Chris Fintzel seconded the motion.
 - The motion was unanimously approved and the meeting was adjourned at 8:00 pm.

Suean Opeland
Class Books
Class Backs
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