

Millville Free Public Library Trustee Meeting

May 11 2017

Call to Order: 4:45

Present: Jim Mullaly, Evelyn McNamara, Lynn Foley, Colleen Curis, Colleen Anderson, Gail Bryson

Secretary Report: Accepted

Treasurer Report: Please see attached report.

Correspondence: State aid from the Mass Board of Library Commissioners has been awarded to Millville in the amount of \$1,918.76

Nomination and election of offices

President - Colleen Curis; V President - Jim Mullaly; Secretary - Lynn Foley; Treasurer - Gail Bryson. Motion was made by Colleen A to nominate the above offices and seconded by Lynn Foley. All in favor.

Election of assistant librarians: Colleen A made a motion to nominate Meg and Mary as assistant librarians and seconded by Jim Mullaly. All in favor.

Annual Town Meeting report - Our budget was approved at the town meeting. A couple changes were made. See attached. FY18 Budget is \$42,214.

Librarian Report:

- Facility use policy - Colleen A has written up a blurb concerning the do's and don'ts for using the library. A question was brought up about a non-resident requesting library use. Colleen A will edit her policy to include this issue. A motion was made by Lynn and seconded by Jim to accept the facility use plan for the library. All in favor.
- Sally Chetwynd-we will reschedule her visit for August 5 or 12.
- Inmates are coming on Tuesday May 16 to clean the outside of the library. We will provide coffee and donuts and sandwiches/drinks for lunch.
- Colleen A will attend the Blackstone Valley librarians meeting on Friday May 12. She will be paid for her hours for this activity.
- Upcoming programs:
 - Sat. May 17 at 10 - Creative Corner for knitting, beading, etc.
 - July 6, 13, 20, 27 - preschool story hour on Thursdays at 10.
 - Possible June, Wednesday evening program - "Growing a summer salad".
- Library Passes for summer use:
 - USS Constitution - we will renew. It's free.
 - Salem Witch Museum - valid through end of 2017
 - Roger Williams Zoo - not available we won't renew
 - Capron Zoo - Valid through Oct 2017
 - Mass Parks - valid through end of 2017
 - Mystic Aquarium - Valid through end of 2017
 - Southwicks Zoo - we will explore getting 25 passes for \$325
 - The Hall at Patriots Place - expires in June 2017. Colleen will contact for renewing info
- Custom Alarm password is - 169 BOOKS
- Unibank grant application is ready to submit - waiting on 3rd grade teachers to review.
- Book Sale - cancelled. We don't have enough people who will be able to help with both the book sale and the Toll Road. The Toll road will make more money, so we opted for the Toll road. Maybe we can do the book sale in the Fall. Question-can we use the

money that we raise at the toll road as we see fit? Can we put it into petty cash and use it for incidentals?

Building Concerns -

- Septic system - all is good right now.
- Back room clean up - biggest problem right now is the stacks and stacks of documents! We have now given Colleen A full permission to throw out everything and anything she doesn't have a use for. Old documents will be shredded.
- Building repairs - we need a name of someone
- Valley Tech - Colleen C has asked Jerry Finn if Valley Tech students will give us a price to build us a shed. Moe Therien has given us a price of \$5,500 +/- to build a 12x16. Evelyn will check to see what size shed the Senior Center has and how much it cost. Lynn will check Lowes and Home Depot. All will check on prices for a 12x16.
- Water issues - The pressure on the cold water in the bathroom is low low. Also the water is orange. This is due to iron in the water. This is sometimes caused by too much rain. We will continue to use/supply bottled water for drinking purposes. Lynn will get a water testing kit from Home Depot.

Old Business:

- Well cover - Michael L
- Names on Plaque - Gail is on this
- Lights on the timer - Colleen A will check.
- Planters - artificial flowers will be supplied. Colleen C will handle.
- Extension cords - we need more! Lynn will pick up 2 new ones at Lowes.

New Business: We would like to have a trustee meeting with Jen C to find out what is in our Revolving Fund account. Colleen C will contact her to set this up. At last report (June 2016) our Revolving fund was \$20,325. Also, we would like to have a name of someone who can do building repairs.

Other Matters: Toll Road May 20 from 9am to noon-ish - according to our bylaws, and Jen Callahan is now in agreement, we, the trustees, are allowed to raise funds for the library. Gail helped to clarify this. We need 8 people to man the corners and some runners and counters too. An email will be sent out to make sure we have everything/everyone we need to make the Toll Road successful. A "thank you" and information paper should be given to people who donate at the toll road to advertise the library. Colleen C will outline something and Gail will go to

Staples to have them printed asap.

Next Meeting Date: June 8 at 4:30

Adjourn: 7:10

