

## **Friends of the Millis Public Library**

### **Monthly Meeting - Hybrid**

**September 25, 2024**

**Attendance:** Sandra Elaine Scott, Kim Tolson, Meghan Gavaghan, Julie Ackley, Jane Hardin, Becky Fong, Grace Hayes, Helen Rowell (in person); Jen Payne, Diane Jurmain, Art Payne, and Diana Nunnaley (on Zoom)

Meghan called the meeting to order at 6:11 p.m.

**Review/acceptance of June 12, 2024 minutes:** Julie read the minutes with no discussion or corrections. Meghan made the motion to accept, Art 2<sup>nd</sup>, motion passed. Meghan discussed how, starting with the October 2024 Monthly Meeting on October 23, 2024, the minutes will be emailed one week prior to the monthly meeting for the members to review. The Friends' By-Laws were reviewed, and this is permitted.

**Treasurer's Report:** This report covered from Mid-June through September 20<sup>th</sup>. There was lots of programming, which equaled a lot of money spent with limited income. Meghan reminded us all that we – the Friends – are the fundraising arm of the Library. We need to find new and more ways to increase our revenue. Meghan mentioned increasing memberships and the book sales themselves (see below Treasurers Report for details).

**FMPL Executive Board Elections:** Several members had to leave early, so the voting of the 2024-2025 E-board Elections were held out of order of the agenda. Meghan made the motion to accept the positions listed, Becky 2<sup>nd</sup>, motion passed. Congratulations to all!

**Director's/Trustees Report:** Kim commented on what a very busy summer the Library had!

- Summer Reading Groups
  - Younger Children had 110 participants
  - Battle of the Books 4<sup>th</sup> – 6<sup>th</sup> grade had 16
  - Adult Summer Bingo had 223 who signed up with 22 who completed

- Of the 14 programs that Kim listed – and I may have missed some – the total number of participants was almost 600! The events for the younger children were very popular, but there was a good representation for all of the events.
- The Teen Room refresh came out great and the kids love it and are very respectful of the room. Some of the furniture was refurbished for other areas.
- Rachel is trying something new with a Pre-School Series Story time, aimed at the 3-5 age range. She is also already planning some events for the fall.
- Kim is looking for people for the Millis Reads Committee.
- Kim mentioned that the Library would be participating in several community events.
  - They will be having a table at the Fire Departments Open House on October 6<sup>th</sup>.
  - On November 11<sup>th</sup> they will participating in the Women's Empowerment Fair which is being hosted by the Millis Police Department.
- There was a discussion about the 5 Year Strategic Plan. The current plan ends this fiscal year. We need to start thinking about what we want to see and accomplish in the next five years.

**Trustees Report:** Becky reported that this is the first of her three-year term. The Trustees will set up a 'Meet & Greet' table at the FMPL Fall Book Sale. People could meet with the Trustees and learn more about the Friends. She would like to have a QR code that people could scan to donate, sign up as a member etc. There would also be membership forms on hand. There was talk about having raffle items also. New England Coffee is donating free coffee for the event.

**New Business:**

- The Fall Book Sale timeline, dates and times for the set-up and sale were discussed.
- Meghan is going to reach out to the teachers at the High School. We will come up with volunteer projects and work with the students. Millis High Seniors need to complete a service project during their senior year and hopefully we provide projects that would benefit all.

- One project that was brought up was the Millis Friends Page – it needs a refresh and attending to – perfect project for a Senior?!
- There was discussion about doing more proactive with letting residents know what is going on with the Library and the events that are available. Sharing the events on our online accounts, getting the word out, telling people 'I'm going!'.

The meeting was adjourned at 7:10 p.m. The next meeting will be Wednesday October 23<sup>rd</sup>.

Respectfully submitted by Julie Ackley

Friends of the Millis Public Library

Treasurer's Report - DRAFT

Period: June 13, 2024 - September 25, 2024

<b>Beginning Balance</b>			
	Checking (Operating Funds)		3,927.43
	Savings Account - Capital Campaign		26,350.12
	Savings Account - EMC Grant		1,186.53
	Savings Account - Iorio Grant		26,124.86
	Savings Account - Friends Account		4,207.28
	12-month CD - Capital Campaign		5,301.12
			<b>\$67,097.34</b>
<b>Income</b>			
	Checking (Operating Funds)		
	Membership		\$ 127.02
	Book sale - Janet's Bookworms		\$ 20.00
	Ongoing Book Sale		\$ 230.90
	transfer from savings		\$ 3,000.00
	General Donation - PayPal Giving Fund		\$ 139.21
	Better World Books		\$ 443.35
	Inter- est		
	Checking (Operating Funds)		\$ 0.12
	Capital Campaign		\$ 127.75
	Iorio Grant		\$ 0.65
	EMC Grant		\$ 3.62
	Savings Account - Friends Account		\$ 10.53
	12-month CD - Capital Campaign		\$ 65.43
<b>Expenses</b>			
	Checking (Operating Funds)		
	Museum Pass - Boston Children's Museum		\$ 725.00
	Youth Programming - Fatima Neville		\$ 33.48
	Adult Programming - Sandra Elaine Scott		\$ 28.97
	Memory Cafe - Susan E. Koh		\$ 50.00
	Youth Programming - Stacey Peasley		\$ 450.00
	Youth Programming - Rachel Silverman		\$ 50.00
	Youth Programming - Susie Maguire		\$ 500.00
	Museum Pass - NE Aquarium		\$ 650.00
	Museum Pass - Isabella Stewart Gardner Museum		\$ 225.00
	Youth Programming - Amazon / supplies		\$ 421.40

	Adult Programming - Flying High Dogs / Mike Piazza		\$ 490.00
	Book sale expenses - Sandra Elaine Scott		\$ 33.96
	Adult Programming - Sandra Elaine Scott (Cliquot refreshments)		\$ 29.45
	Forms/fees/filings - Hanover Insurance		\$ 459.00
	Youth Programming - Tatiana Keating		\$ 350.00
	Youth Programming - Tatiana Keating		\$ 350.00
	Youth Programming - Amazon / supplies		\$ 169.19
	Adult Programming - Pop Up Art School		\$ 375.00
	Youth Programming - Fatima Neville		\$ 114.49
	Youth Programming - Rachel Silverman		\$ 100.00
	Book sale expenses - Sandra Elaine Scott		\$ 16.98
	Adult programming - Sandra Elaine Scott		\$ 27.95
	Youth Programming - Serendipity Place (deposit)		
	Adult programming - Jenna Elliott		\$ 250.00
	Memory Cafe - John Poirer		\$ 100.00
	Youth Programming - Fatima Neville		\$ 34.99
	Youth Programming - Millis Library Gift Fund		\$ 240.53
	Adult Programming - Millis Library Gift Fund		\$ 82.90
	Youth Programming - Fatima Neville		\$ 50.17
	Fees/Filings/Forms Pymts - check reorder		\$ 35.85
	<b>Savings Account - Capital Campaign</b>		
	Capital Campaign expense - teen furniture		\$ 7,446.64
	<b>Savings Account - EMC Grant</b>		
	EMC Grant - Kaycee Conover		\$ 258.48
<b>Ending Balance</b>			Current Balance
	Checking (Operating Funds)		1,243.72
	Savings Account - Capital Campaign		19,031.23
	Savings Account - EMC Grant		931.67
	Savings Account - Iorio Grant		26,125.51
	Savings Account - Friends Account		1,217.81
	12-month CD - Capital Campaign		5,366.55
			<u>\$ 53,916.49</u>

<b>Outstanding Commitments</b>			
Checking (Operating Funds)			
Library Passes			\$ (435.00)
Youth Services Programming			\$ 2,084.46
Adult Programming			\$ 1,296.03
Memory Cafe			\$ 424.58
Millis Reads			\$ 219.00
Ear-marked grant funding - New England Blacks in Philanthropy, Inc			\$ 1,000.00
			\$ 4,589.07