

Friends of the Millis Public Library - Hybrid
October 23, 2024
Called to Order at 6:04

Attendance: Sandra Elaine Scott, Meghan Gavaghan, Kim Tolson, Julie Ackley, (2) new members
Deanna Chiampa and Olivia Sahnas-DiRamio
Via Zoom: Art Payne, Jennifer Payne and Jennifer Farrar

Introduction for the new members. How Long we've all been with the Friends, our positions, what exactly the Friends do, a little bit about ourselves.

Acceptance of the September 2024 minutes. This was the new process. The minutes were mailed out earlier so the members could review them. There was no discussion. Meghan made the motion to accept, Art & Sandra 2nd, motion passed.

Treasurer's Report:

Meghan went over the report, explaining each account. Unfortunately, the Friends funds are very low. We need to be more judicious with the spending, as prices are going up on pretty much everything. While the book sale did well it was competing with the nice warm weather, other book sales, sporting events, etc. It was pointed out that the checking account with the increase from the recent book sale, almost meets our commitments.

Several ideas were tossed about how to increase income.

- (1) Doing the Pop-Up Holiday Sale, but including gift wrapping
- (2) Selling some of the older books on Ebay, internet. Unfortunately, those present at the meeting don't have the capacity or knowledge on how to do it.
- (3) Selling the 'better books' to Better Books, but it is a lot of work.

Director's Report:

Kim spoke about how well the pop-up that the Library had at the Fire Department's Open House went well. They had several people sign up for the Friends and new library memberships. Very well received by kids and their families. On November 16th the Library is participating in the Women's Empowerment Fair. This more of an adult focus. It is a great opportunity for exposure for the Friends. Kim is trying to find new ways for the Library to connect with the community. She reported that the Millis Reads Planning Committee is still in the early stages. She has applied for a Cultural Grant to help fund programs.

Kim reported that there has been a lot of issues with the on-line calendar with the booking of the rooms and the Museum passes. The current server program being used will be ending at the end of October. Kim is looking at new vendors/servers/pricing.

Kim then brought up that she looked at the funding of programs over the past six years. The programs looked at were Adult, Youth, Millis Reads and the Museum Passes. The Friends expenses were not included. For the past 6 years – not including 2019 because of Covid- the library spent \$13,000 - \$15,000 on programs. July 2023 – 2024 the amount was \$19,000. That year was also the Library's 40th Anniversary Celebration and the Millis Reads program had more expenses. In addition, the prices of everything has gone up. Kim spoke with Esther and Fatima as to what is realistic in terms of funding. The numbers they came up with were: \$5000 for children's' programs, \$5000 for the teen programs and \$4000 for the Museum passes.

Questions/solutions were of mentioned/discussed:

Do we need to scale back on programs?

We need to be looking for new volunteers

Having fewer paid performers.

We all – the library and the Friends- need to be on the same page on funding.

Donations are down, prices are up, the big donation from Middlesex has been spent – need to look for more big/corporate donations.

Art mentioned the Scholarship Funding but that comes out of the Friends Account.

Meghan mentioned that Friends membership is down as well as general donations. The last couple of books sales have been 'consistent'.

Kim then asked how can the Library help the Friends with fundraising? Someone mentioned that they could sell the tote bags at the desk. Kim then mentioned that Saint Paulie Textiles contacted Kim about have a shed dropped off at the library where people could drop off used textiles and clothes. There would be signage saying their name and that the money would go to the Library. The shed would be picked up once a week. They pay \$.04/lb which could be anywhere from \$50-\$200 a month. We would need to get approval from the town and the Library Trustees. The company does have insurance on the shed and a 'no commitment' if it doesn't work.

Trustees Report:

Jennifer reported that the free coffee provided a lot of engagement with the public. She asked if the Library wanted to be participate in the Holiday Parade. And, that she is already working on plans for Valentine's Day – would be very similar to last year (2024).

Spring Book Sale:

Easter is April 20th, with school vacation starting the 21st. Something is already scheduled for April 4,5 & 6th. Two dates were discussed: April 11, 12 & 13th or March 27, 28 and 29th. Kim was going to look at the calendar.

A Novel Occasion:

Sandra Elaine gave a quick re-cap. We have 8 confirmed authors and still looking for 2 more. Save the Date cards were being mailed out.

Meeting was adjourned at 7:04 pm.

Respectfully submitted by Julie Ackley

Friends of the Millis Public Library				
Treasurer's Report - DRAFT				
Period: September 26, 2024-October 23, 2024				
Beginning 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>
Income	Checking (Operating Funds)			
		Membership		\$ 320.81
		Transfer from Friends savings account		\$ 750.00
		Ongoing Book Sale		\$ 36.00
		Fall Book Sale		\$ 2,903.67
	Interest			
		Checking (Operating Funds)		\$ 0.02
		Capital Campaign		\$ 22.76
		EMC Grant		\$ 1.13
		Iorio Grant		\$ 0.22
		Savings Account - Friends Account		\$ 0.86
		12-month CD - Capital Campaign		\$ 22.34
Expenses	Checking (Operating Funds)			
		Adult Programming - Sandra Elaine Scott		\$ 19.57
		Youth Programming -		\$ 8.50

		Fatima Neville		
		Museum Passes - New England Botanic Garden		\$ 160.00
		Adult Programming - Esther Davis (summer reading prizes)		\$ 297.85
		Youth Programming - Fatima Neville		\$ 50.00
		Fall Book Sale - starting bank		\$ 475.00
		Book sale expenses - Sandra Elaine Scott		\$ 212.82
		A Novel Occasion 2025 - Sandra Elaine Scott		\$ 95.67
		Adult Programming - Waterfall Productions (Rita Parisi)		\$ 525.00
Ending Balance				Current Balance
	Checking (Operating Funds)			3,409.81
	Savings Account - Capital Campaign			19,053.99
	Savings Account - EMC Grant			933.17
	Savings Account - Iorio Grant			26,125.80
	Savings Account - Friends Account			470.11
	12-month CD - Capital Campaign			5,395.98
				<u>\$ 55,388.86</u>
Outstanding Commitments				
Checking (Operating Funds)				
Library Passes			\$ (435.00)	
Youth Services Programming			\$ 2,034.46	
Adult Programming			\$ 473.18	
Memory Cafe			\$ 424.58	
Millis Reads			\$ 219.00	
Ear-marked grant funding - New England Blacks in Phlanthropy, Inc			\$ 1,000.00	
			\$ 3,716.22	