



Ellsworth Public Library – 20 State Street – Ellsworth, ME 04605

## **Minutes of the Ellsworth Public Library Board of Trustees Monday, November 28, 2016**

**Attending: Ron Fortier, Chairperson; Wendy Lessard; Anne Lusby, Secretary; Jane McLetchie; Raymond Williams, Treasurer; Charlene Clemens, Interim Director; Sandy Abbott, Assistant Director**

Call to order at 7:00 p.m.

### **Minutes**

Anne Lusby moved to accept the Minutes of the October 17, 2016 Special Meeting and October 24, 2016 Regular Meeting as written.

Seconded by Jane McLetchie.

Approved 5-0.

### **Election of New Officers**

Ron Fortier, Chair

Ray Williams, Treasurer

Anne Lusby, Secretary

Approved 5-0

### **Financial Reports and Planning**

#### **a. Treasurer's Report**

Ray Williams reported on various accounts:

- As of October 31, 2016 the Fund 80 account shows a balance of \$65,400.00

Wendy Lessard moved to accept the Treasurer's Report as read.

Seconded by Jane McLetchie.

Approved 5-0.

#### **b. Town Warrants**

Ray Williams reported on supporting town contributions received from Otis, Waltham, Orland, and Franklin with a total thus far of \$32,042.00.

Ron Fortier will attend the Lamoine Budget Meeting.

Franklin: A person to circulate petition is needed.

### **Building and Grounds**

Reviewed Edmund Murray's Report. Ron Fortier will instruct Edmund to have the larger of the two Linden trees cut down and will consult with Edmund on getting new carpet/with installation quotes.

### **Friends of the Library**

The Library was decorated for the holidays on November 28, 2016 by the Friends and they are planning an upcoming Book Sale.

### **Director's Report**

Charlene Clemons reviewed her report. On behalf of the Board of Trustees, Ron presented Charlene Clemons and Sandy Abbott with Certificates of Appreciation recognizing their dedication to the EPL during the period without a director. Additionally the Trustees presented Charlene Clemons with a gift as a thank you for serving as Interim Director and stabilizing the daily operation of the Library.

### **Unfinished Business**

Wendy Lessard and Jane McLetchie will be at the Library to welcome our new director and introduce Amy Wisheart to staff.

Wendy Lessard moved to authorize compensation to Charlene Clemons for a three month period for any additional hours she works to assist in the transition with the new director. This is limited to 5 hours per week. Seconded by Ron Fortier.

Approved 5-0

### **New Business.**

- a. A decision on The Fair Labor Standards Act was tabled until our next meeting.
- b. Holiday Gifts: Anne Lusby will provide the staff at the EPL with a Christmas Basket and Ray Williams will take care of individual gifts for staff.

### **Public Comment**

None.

A motion was made by Ray Williams to adjourn at 8:17 p.m.

Seconded by Anne Lusby.

Approved 5-0.

Respectfully submitted,

Anne Lusby, EPL Trustee Secretary