



20 State Street, Ellsworth, ME 04605 · 207- 667- 6363 · www.ellsworth.lib.me.us

**Minutes of the Ellsworth Public Library Board of Trustees
Monday, November 26, 2018.**

Attending: Ron Fortier, Chairman; Anne Lusby, Treasurer; Jane McLetchie, Secretary; Spencer Patterson King; Amy Wisehart, Director; Sandy Abbott, Asst. Director

Review of First Advisors Account with Scott Hammond

Scott Hammond and Lorraine Ouellette from First Advisors passed out information about the library's accounts and went over that information with us.

Call to order at: 5:53

Election of Officers

Anne Lusby made a motion to reelect Ron Fortier as chairman.

Seconded by Spencer Patterson King

Approved 4-0

A

Ron Fortier made a motion to keep the current treasurer and secretary.

Seconded by Spencer Patterson King

Approved 4-0

Minutes of the October 22, 2018 Regular Meeting

Anne Lusby moved to accept the minutes of the October 22, 2018 as written

Seconded by Spencer Patterson King

Approved 4-0

Financial Reports and Planning

a. Treasurer's Report

Anne Lusby reported that the Fund 80 account is \$76,476.26 and the library has \$523,739.90 left in its budget. To date 29.1% has been used.

Jane McLetchie motioned to accept the treasurer's report.

Seconded by Ron Fortier

Approved 4-0

b. Appeal Report

The Director reported that so far 180 donors have donated \$11,350.00. Our net profit is \$8,206.17.

Town Warrants Report

a. Review of Town Meeting Assignments

The required Hancock signatures have been sent in and the library almost has all the signatures needed for Franklin.

b. Town Meeting Results

none

Building and Grounds Report

a. Review Building Project Priorities

Different building projects were discussed – the automatic door opener for downstairs (handicap accessibility), LED fixtures and bulbs (lower electric bill), attic and roof insulation (lower heating bill), and more security cameras among them.

The trustee will need to get bids for each of the projects, the trustees will have to approve a bid before it goes to the Ellsworth City Council for approval.

Anne Lusby motioned to work on the LED lighting project first.

Seconded by Jane McLetchie

Approved 4-0

b. Thayer Corp.

On November 10, 2018 a problem with the heating was fixed. An estimate for the future replacing of both fuel tanks and re-routing fuel lines will be sent to the library by Thayer Corp.

- c. Edmund Murray reported that the chimney on the new addition needs work and new roofing shingles are needed for both the Tisdale House and the new addition. He feels that these should be added to the projects list.

Friends of the Library Report

On November 26, 2018 the Friends decorated the library for the upcoming holidays.

Director's Report

The Director reported that:

- The library received an anonymous donation for Summer Delight programs next summer and the family who donated the Frog Town performance this summer will be doing it again next year.
- A new reading chair for the boat room and two book carts for the youth department have been purchased using 2017 Appeal funds.
- A library display has been put up in the Maine Coast Mall.
- Food for fines will be done again this December.

Unfinished Business

a. Website Design Update

Mockups of a redesign home page were created by the web designer. New content for the site will be done by the director after the site organization is finalized.

New Business

a. Holiday Gifts

It was decided that Chamber Bucks will be given again this year.

b. Policy Review: Gifts Policy

The Gifts Policy was reviewed. Number 2 was changed to: A gift, once accepted, becomes the property of the City of Ellsworth Public Library without condition or restriction to its use, display, allocation or disposal, unless such conditions or restrictions are noted in writing and are agreed to by the director or the designee.

Public Comment

None

Adjournment

Anne Lusby moved to adjourn at 7:08

Seconded by Spencer Patterson King

Approved 4-0

Respectfully submitted,
Jane McLetchie, EPL Trustee Secretary