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Minutes of the Meeting of the Ellsworth Public Library Board of Trustees August 17, 2021

Attending

Craig MacDonald (Chair), Anne Lusby (Treasurer), Spencer Patterson King (Secretary), Kathleen Cravens, Amy Wisehart (Director)

Call to Order

Meeting called order at 6:07pm

Consent Agenda

- 1. Minutes of the July 20, 2021 Regular Meeting**
- 2. Financial Reports and Planning**
 - a) Treasurer's Report**
 - b) Annual Appeal Report**
- 3. Building and Grounds Report**
- 4. Director's Report**

Anne Lusby moved to approve the consent agenda
Spencer Patterson King seconded
4-0

Friends of the Library Report

Book sale was not as well-attended as previously, but there was a large volume of books sold. There were no issues with masking, and attendees self-regulated distancing. The event raised roughly \$1000 for the Friends of the Library.

Unfinished Business

1. Supporting Town Funding

Amy Wisehart suggested the trustees might consider that for patrons who are from towns that have agreed to reimburse library card fees in lieu of town support, the Library might invoice those towns on a monthly basis for the cost of the cards in order to simplify the process for the patrons.

Spencer Patterson King moved that the Library explore monthly invoicing of service area towns for the reimbursement of card fees for patrons from service area town residents that are subject to card fees

Kathleen Cravens seconded

4-0

2. COVID Protocols and Procedures

Anne Lusby moved to extend the Library's masking requirement through September

Craig MacDonald seconded
4-0

3. Trustee Succession Planning

Amy Wisheart, Anne Lusby, and Craig MacDonald have reached out to potential candidates for Library Trustee.

4. 2021 Annual Appeal

Amy Wisheart discussed the annual appeal with staff which is largely in favor of using appeal funds for "greatest need."

5. Outreach Committee

Outreach committee will first meet Wednesday, September 15th 7:00pm to gather community members to inform them of library services to address their needs, find out what their desires for services are, and solicit suggestions for potential changes to operation.

The committee would also be a vehicle to increase card holders, particularly in Ellsworth.

New Business

1. Memorial Donations

Amy Wisheart informed the board of the intention of a memorial donation.

2. Library Investments

Trustees discussed the general implementation of library investment funds.

3. Vaccination Requirement Policy

City HR and the city lawyer cautioned the trustees against mandating vaccination. Trustees discussed potential changes to state policy that may happen in the short-term that would affect the choice to mandate vaccination.

4. Library Evening Hours

Anne Lusby moved to close at 6pm Wednesdays and Thursdays beginning September 1, 2021

Kathleen Cravens seconded
4-0

5. Library Funding Task Force

Trustees discussed renewing attempts to meet with city council representatives.

Public Comment

None

Decisions, Action Items and Next Steps

Spencer Patterson King reviewed decisions in the meeting and tasks to be undertaken.

Adjournment

Anne Lusby moved to adjourn at 7:33pm

Kathleen Cravens seconded

4-0

Respectfully submitted,

Spencer Patterson King, Secretary