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## **Minutes of the Meeting of the Ellsworth Public Library Board of Trustees April 18, 2022**

### **Attending**

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

### **Call to Order**

Meeting called order at 6:57 pm

### **Public Comment**

None

### **Consent Agenda**

- 1. Minutes of the March 15, 2022 Regular Meeting, March 30, 2022 Special Meeting, and April 6, 2022 Special Meeting**
- 2. Financial Reports and Planning**
  - a) Treasurer's Report**
  - b) Annual Appeal Report**
- 3. Building and Grounds Report**
- 4. Director's Report**

Spencer Patterson King moved to approve the consent agenda

Anne Lusby seconded

5-0

### **Friends of the Library Report**

Friends did not meet in March due to the book sale, which was quite successful. Their next meeting will be the first week of May.

### **Funding Task Force Report**

No meeting to report. The next meeting will probably be after budget season.

### **Outreach Committee Report**

The outreach committee met last Wednesday. The committee will go on hiatus until a new permanent Director is hired.

## **Unfinished Business**

### **1. Supporting Town Funding**

The Hancock town meeting will be Tuesday, May 10<sup>th</sup> at 6:30 pm. Some Hancock patrons may attend to speak on behalf of the library. The Board and Director reviewed other upcoming town meetings.

### **2. FY23 Budget and Briefing Book**

The Director updated the Board on possible FY23 budget considerations. The budget briefing book is now available on the library website. Spencer Patterson King will write a cover letter to accompany the budget briefing book to be delivered to the city councilors.

### **3. Exterior Décor – Flag**

The Board discussed the terms of the Grounds Use Policy as it relates to voluntary participation in community-led events.

## **New Business**

### **1. Interim Plan**

The Director reviewed current transition plans.

### **2. COVID Protocol**

Masking is currently optional for patrons. The Board discussed whether to formalize requirement changes dependent on county risk. This would be to relieve pressure on the Interim Director and on the staff should the risk change.

Kristen Onos moved to follow CDC guidelines regarding masking requirements for Hancock County

Spencer Patterson King seconded

5-0

### **3. Hiring Committee Update**

Craig MacDonald updated the Board on composition of the hiring committee.

Kristen Onos moved to approve city HR to accept applications for Director on the Trustees' behalf

Kathleen Cravens seconded

5-0

Kathleen Cravens moved to approve a pay range of \$60,000 - \$80,000

Kristen Onos seconded

5-0

#### **4. Reception May 4<sup>th</sup>**

The Trustees will host a reception to thank Amy Wisehart and Abby Morrow for their service the evening of May 4, 2022.

#### **Executive session per MRSA Title 1, Chapter 13, Sec 405, Paragraph 6A to discuss employment matters**

Kristen Onos moved to enter executive session at 8:24 pm

Kathleen Cravens seconded

5-0

Spencer Patterson King moved to exit executive session at 8:41 pm

Anne Lusby seconded

5-0

#### **Decisions, Action Items and Next Steps**

Spencer Patterson King reviewed decisions made during the meeting.

#### **Adjournment**

Spencer Patterson King moved to adjourn at 8:41 pm

Kathleen Cravens seconded

5-0

Respectfully submitted,

Spencer Patterson King, Secretary