

ELLSWORTH PUBLIC LIBRARY BOARD MINUTES

JULY 12, 2022

Meeting held in person at the library

Present in person were the following: Anne Lusby, Kristen Onos, Kathleen Cravens, S. Craig MacDonald, Sandy Abbott and Charlene Fox Clemons.

Absent: Spencer Patterson King

Meeting was called to order at 6:37pm by President Craig MacDonald who then thanked board members for the ability to switch the meeting time and date to July 12.

Comments from the public were called but no public was present.

Minutes of both the June 21 and June 28th meetings were approved.

Consent Agenda

Motion was made by Anne and seconded by Kristin for approval of consent agenda with the following as part of the discussion:

Annual Appeal: Anne has dedicated herself to the annual appeal for the last 9 years and provided the library with unparalleled support through her efforts and dedication. At an earlier meeting, Spencer and Kathleen had volunteered to meet with Anne and learn how to do this and she had prepared a folder to help with this transition. At the present time the folder appears to be lost, however Charlene and Sandy volunteered to look for it in the office and Kathleen indicated she would call Anne and set up a date to learn the ropes of this important task. Anne impressed the importance of a hand written note to all the donors and this is embraced by all. She also suggested that we continue to use the services of Full Circle printing here in Ellsworth as opposed to Snowman in Bangor. Keeping it local is important and also she was very happy with their services and felt it was also cheaper.

Buildings and Grounds: Chimney is presently under repair and Randy Sinclair is aware of the need to flash around this at the time of completion.

Friends of the Library: Anne reported no meeting since our last meeting. They are busy getting ready for their 3 day sale and a motion was made and approved for the library to adjust hours to be open until 8:00pm on August 11th, the opening day of the sale.

Funding Task Force: A motion was made by Anne and seconded by Kathleen to delete this from the agenda as it is no longer relevant. The vote was unanimous.

Outreach Committee Report: Tabled until fall as the group is currently not meeting.

Update from the Screening Committee: Craig reports that we have six candidates for the Director position. Four strong and two alternatives. Interviews on Zoom will be on Thursday. All candidates have an MLS degree and they will have more to report following this first round of interviews.

Unfinished Business: Spencer had volunteered to attend the Orland town meeting for funding but we do not know at this point if he attended or not. Craig will reach out to him regarding this. There was a discussion about the protocol that we should follow regarding town meetings. ANY BOARD MEMBER ATTENDING A MEETING needs to send an email to the Director of the library informing them of the outcome and also an email to fellow board members with the same information.

Also, if we are not able to attend a town meeting we need to inform the Board and Director of this in a timely fashion so that a replacement may be found.

Going forth we suggested that we put together a notebook with notations of helpful information regarding each town including what they contributed in the past and possible community members who are library supporters and other relevant information.

Also at a future meeting we will discuss the pros and cons of sending a thank you note to town select boards for their support. To date it appears we have not done this.

New Business: A motion was made by Anne and seconded by Kristin to approve the updates to the Meeting Room Policy and Material Lending Policy both of which were included and reviewed in our packets. Approval was unanimous.

Love on a Leash: Discussion of this program ensued. It was decided that we do not have the staff time necessary to commit to this program. A motion was made by Craig and seconded by Anne TO NOT ALLOW the Love on a Leash program at this time.

Dorah Trenholm Family Request: Sandy has been contacted by Ms. Trenholm's family asking if a memorial bench could be purchased in her memory and placed on the library grounds. Alternately, could they donate money to dedicate an area in the library to her memory? Discussion of the offer concluded that we did not have a space in the library that could be used for this purpose. Instead it was suggested that perhaps a bench on the library stretch of the River Walk, currently being reconstructed, might be appropriate. Sandy said she would contact the family and see if this was something they would consider. She will report back on the family's response.

Executive Session: Not needed as there are no items for discussion.

Next Steps: Craig took the time to discuss the need for all of us as Board members to be invested and to meet in person and make all meetings. If we are not able to attend, please let him and the Director know in advance and reminded us that in such a small board we need everyone for a quorum.

Anne notified us that she will complete her term in November and that she has served for three terms and is not going to run for a fourth term. The board received this news with regret as Anne has been so instrumental in the direction and progress that the library has made over the years and there can be no better supporter than her and she is very irreplaceable in her depth of knowledge and unparalleled community contacts. She assured us she will continue to be active with the Friends of the Library and she will lovingly continue to care for the flower box under the sign.

Adjourned at 7:24

Respectively submitted,

Kathleen Cravens, standing in for Spencer Patterson King