

Wells Public Library Board of Trustees
Minutes: Wednesday January 12, 2022

Present: Amy Anderson, Maureen Conners, Jim Purdy, Peter Mascucci, Alice Schleiderer, Debra Flot, Elise La Plante, Deb LaPointe, Dean Robinson, Cindy Appleby, Director, Allison Herman, Assistant Director.

Absent: Elise La Plante

Maureen, President opened the meeting via zoom at 6:05 pm

Correspondence/Communication: None

Minutes of November 10th: Amy made a motion to approve with an amendment, second by Peter and motion carried.

Treasurer's Report: Peter presented the financials He noted that the YTD budget is defined to be 51% and actual used is 48 %. Dean made a motion to approve, second was Amy. The motion carried.

Director's Report: Cindy and Allison gave an update on services being provided for both youth and adult services.

Committee Reports:

- Friends of the Library (FOL) – Jim reported that income for this month was \$385 which included membership fees and book sales. Their largest expense to date was \$1,750 which was the donation to the library. He also shared that the FOL has increased their membership to 107 and are in the process of looking for creative ways to increase community awareness of their organization.
- Policy committee - Seven policies were presented to the board for review based on the committee's recommendations. All were approved with a modification to two policies.
 - Motion made by Amy to approve the updated policies, a second by Alice and the motion carried.

Old Business: Cindy has been in contact with the attorneys handling the Prendergast estate and they hope to be back to her soon with additional information.

New Business:

- ❖ Cindy and her team have been working on deleting old accounts. Currently there are 32 patrons that have owed \$5 or less for at least three years. She would like approval to move forward and delete them. A motion was made by Amy to approve, a second by Dean and the motion carried.
- ❖ Cindy reviewed the status/progress of the Library 5 year plan Many items have been completed or are in progress.
- ❖ A request has been sent to Cindy to have the Farmer's Market held in the back parking lot again this year. With no known issues a motion was made by Alice to approve, a second by Peter and the motion carried.
- ❖ Cindy presented the new budget for the library. It was suggested that we get some clarity on the budget assumption for electricity. Cindy stated that the town manager said that in the future all electric bills from town buildings will be paid by a separate department. Amy expressed concern

about this issue and requested that the Trustees need to consider the ramifications of this change before making a final decision. It is a loss of control. Alice expressed concern also.” A motion was made by Amy to accept the budget, a second by Alice and the motion carried.

- ❖ Cindy updated the board on a small incident which occurred regarding a disruptive patron during the month. It was quietly handled and no further action at this time.
- ❖ The Library mailbox was damaged in recent days likely due to plowing. The Public Works department will pay for a new mailbox to be installed.
- ❖ Cindy reviewed the most up to date guidelines from the CDC regarding Covid.

The meeting adjourned at 7:15 pm

Respectfully submitted,

Deborah LaPointe, Secretary

A handwritten signature in blue ink, appearing to read "Deborah LaPointe", written in a cursive style.

WELLS PUBLIC LIBRARY
December MONTHLY REPORT
Prepared for the January 12th Board of Trustees Meeting

Youth Services:

- We presented Mother Goose Storytime 2 times. We had a total audience of 38.
- We did 6 Toddler Storytimes. We presented to 116 people.
- Our Rubik's Cube/Lego Club met 3 times with 18 people total.
- Meghan led 25 teens in our first paint program – they painted using an alcohol drip technique.
- On December 8, 24 teens made snow globes with Model Magic Clay.
- YA Gaming Tournament was held on December 15 with 23 kids participating.
- Allison and Meghan went to WES After-Care on 2 separate occasions, presenting to 61 kids and their teachers.
- A Joyful Noise Kindergarten located in Kennebunkport came for a story time on December 14, with 5 people total.
- Our Holiday Party on December 16 drew a crowd of 101!

Adult Services:

- The Fiber Arts group met three times in December with a total of 29 attendees.
- French Club met twice in December with a total of 16 attendees. 12 attended the virtual session on the 2nd and 4 in person on the 16th.
- The Nonfiction Book Club met in December to discuss *Mill Town* by Kerri Arsenault and had 9 attendees.
- Wishful Reading Book Club met in December to discuss *An Officer and a Spy* by Robert Harris and had 3 attendees.
- On December 7th we held a joint Zoom program with the York Public Library called "The Museum of Bad Art. A total of 26 people were on the Zoom presentation.

Building:

- Heat was not functioning in old part of building on Dec.27th; HVAC came out and temporarily fixed it and ordered replacement part

Budget:

- Work continues on FY23 budget
- The library was awarded a \$5,000 ARSL grant to be used for outdoor furniture

Donations:

- Friends Supporting the Wells Public Library quarterly donation: \$1750
- Miscellaneous: \$32, no restrictions

Policy:

- Cindy reviewed all policies and shared suggested edits with policy committee; committee will meet in January to finalize edits

Staff:

- Trustees hosted a luncheon to recognize staff on Dec. 7th

Technology:

- Mini-keyboard for solar panel TV stopped working; replacement ordered and installed

Other:

- Circulation: 5318 (560 Cloud Library, 141 Kanopy)
- Door Count: 3848

Respectfully submitted,

Cindy Appleby
Library Director