

**Wells Public Library Board of Trustees**  
**Minutes: Wednesday October 11, 2023**

**Present:** Amy Anderson, Maureen Conners, Peter Masucci, Alice Schleiderer, Debra Flot, Elise La Plante, Deb LaPointe, Darcy Lynch, Cindy Appleby, Director, Allison Herman, Assistant Director

**Absent:** Jim Purdy

Maureen, President opened the meeting at 6:00 pm.

**Correspondence/Communication:** None

**Minutes of September 13<sup>th</sup>.** Amy made a motion to approve with second by Peter, and the motion carried.

**Treasurer's Report:** Peter presented the financials. The YTD budget is defined to be 26% and actual for the library is at 24%. No other activity reported.

Alice made a motion to accept the treasurer's report with a second by Amy and the motion carried.

**Director's Report:** Cindy gave an update on services that are provided for adult services and Allison reported on youth services.

**Committee Reports:**

❖ Friends of the Library (FOL) – Jim reported the following:

- Income for September is \$539.95.
- Income YTD is \$23,723.34
- Expenses for September is \$2,750
- Expenses YTD is \$18,474.98
- Total Funds are \$77,512.39.

- Recruiting New Members - It was suggested that Friends members who live in condominium communities might talk to their neighbors about membership in the Friends. The current membership form is currently under review for revision at this time.
- Hannaford Bag Program - The Friends payout from the program is \$35.00 and it will take approximately 12 weeks to receive that check.
- November Sales Table - The November theme will be "Holiday Cookbooks."
- Budget Review - Cindy explained next year's library budget to the group and will also go over that information at tonight's Trustees' meeting. Bud Marvel, Friends Treasurer, led a discussion of the proposed Friends budget for next year. More information about this budget will be available after the budget is approved.

- National Friends of the Library Week October 15 - 21, 2023 - There will be a banner in the library for this event and a table will be set up and staffed by Friends volunteers to provide FOWL information to library patrons.
- Maine Community Foundation - The Friends intend to request a presentation by a MCF representative. The Friends are dissatisfied with low returns from investments currently with Fidelity and are considering moving funds to improve the ROI.
- ❖ **Marketing Committee** – Deb L reviewed this year’s goals for the Marketing committee which include four Public Relations activities. They may include press releases, a speaker series, newspaper articles of interest, social media presence and an open house. Focus will be on the value and importance of a public library and board members will be given talking points to utilize during the year focusing on community awareness as well. Alice made a motion to approve with second by Amy, and the motion carried.

**Old Business** – Maureen presented the updated committee assignments document to include modification to Marketing committee which defined the chair to be a member of the Board of Trustees and library director or designee to be a member of the committee. Alice made a motion to approve the amendment with a second by Amy. The motion carried.

A final vote of approval was also taken to approve the goals for FY 23-24. Alice made a motion to approve with a second by Deb Flot. The motion carried.

**New Business** – Cindy gave updates on two incidents involving young adults. The first incident occurred with some teens at an abandoned trailer on property abutting the library. The owner of the trailer has been notified. The second incident occurred when two male students continually opened library doors and caused a scene. Parents were notified and students have been suspended from visiting the library.

**Library Trends** – none

**Additional Agenda Items:** - Maureen facilitated a discussion around setting aside a “Sunshine Fund” for indirect expenses not related to operational costs such as flowers for someone who has passed. It was agreed that the board would pick up the discussion again at the next board meeting.

Cindy presented the suggested budget for the FOL for this year to be \$12,500. She will be forwarding it to the Friends for a vote next month.

Next meeting: November 8, 2023

The meeting adjourned at 7:10 pm.

Respectfully submitted,

Deborah LaPointe, Secretary



**WELLS PUBLIC LIBRARY**  
**September MONTHLY REPORT**  
**Prepared for the October 11th Board of Trustees Meeting**

**Youth Services:**

- We presented Mother Goose Storytime 3 times. We had a total audience of 40.
- We held 4 Toddler Storytimes. We presented to 88 people.
- Lego Club met 4 times and had 35 participants.
- On September 13, 27 teens made suncatchers. Many are hanging in the windows of the YA section.
- 33 teens competed in Mario Kart on September 20.
- Kayla went to WJHS on September 26 to speak to 24 kids and teachers about how to utilize the library's catalog. This is going to be part of a recurring program Kayla is creating with 5<sup>th</sup> grade teachers.
- 21 teens participated in the Newspaper Fashion challenge on September 27.

**Adult Services:**

- The Fiber Arts group met 5 times in September with a total of 61 attendees. We are continuing to meet in person weekly.
- French Club met 4 times in September with a total of 32 attendees.
- The Rebooted Fiction Book Club met in September to discuss *The Paris Bookseller* by Kerri Maher. There were 2 attendees.
- Friday, September 8<sup>th</sup> restarted Great Decisions back up after a summer break and there were 9 attendees.
- Monday, September 11<sup>th</sup> was a Medicare Drop-In Info Session in partnership with Southern Maine Agency on Aging. The representative assisted 2 people.
- The Nonfiction Book Club met on Thursday, September 21<sup>st</sup>. The book was *The Bookseller of Kabul* by Asne Seierstad, and there were 6 attendees.
- Tuesday, September 12<sup>th</sup> was a program with The Maine Oyster Trail and the Maine Sea Grant discussing Maine's oyster aquaculture practices as well as aquatourism that is bringing new jobs to Maine. There were 12 attendees, and they were very engaged and asked a lot of questions.
- Tuesday, September 19<sup>th</sup> was the drop-in session for York Co. CareerCenter. This month the CareerCenter was featuring the Wells Ogunquit Adult Education program. The representative assisted 1 person.
- Stargazing with ASNNE was postponed from September 13<sup>th</sup> to September 20<sup>th</sup> due to weather. Ultimately there were 5 attendees.
- Tuesday, September 26<sup>th</sup> was the Adult Crafternoon where we did Lunar New Year Brushpainting with Jeanne Gamage. This was rescheduled from February when we had to cancel due to the burst pipe. There were 9 attendees.
- Tuesday, September 26<sup>th</sup> was the monthly Cribbage night and there were 7 attendees.

**Building:**

- Repair work on the ceiling in the children's area is completed.
- The faucet was replaced in the staff restroom.
- The EV chargers continue to have problems. Currently two are working and two are not.

**Budget:**

- Cindy met with Bud, the Friends' treasurer to begin work on the FY24 Friends budget.

**Donations:**

- Miscellaneous Donations: \$35, no restrictions

**Policy:**

- None

**Staff:**

- Allison attended a session about iRead (our new Summer Reading Program) over Zoom on September 1.
- Allison attended the Positive Youth Development Conference in Portland on September 12.
- Staff reviewed de-escalation training techniques at the monthly staff meeting.
- Cindy attended the Region 1 directors Zoom meeting. Directors were brought up to date on the Maine State Library's surveys for van delivery service and Digital Maine Library databases.

**Technology:**

- Stef and Kayla attended a training on the new calendar and room booking software. This should go live in mid October.

**Other:**

- Circulation:

Year	Total	Cloud Library	Kanopy
September 2023	6148	629	94
September 2022	6395	563	96

- Door Count:

Year	Total
September 2023	7997
September 2022	7160

Respectfully submitted,

Cindy Appleby  
Library Director