

## **LPL Board of Library Trustees**

### **Meeting Minutes**

**September 11, 2014**

Board members present: Jennifer GendronCarleton, Elizabeth Clifford, Anne Kemper, Art Turley, John Painter, & Darby Ray.

Others present: APL Board representative Sonia Buck, Rick Speer, & Hugh Judge.

The meeting was called to order at 5:30 p.m. by chairperson Jennifer GendronCarleton.

Hugh Judge from our investment advisory firm, R. M. Davis, Inc., presented his semi-annual report on the Library Endowment Fund and answered questions from the Board.

The 4/10/14 and 5/8/14 meeting minutes were approved as distributed.

Rick presented the Library Directors Report. The FY2015 Library budget approved by the City Council includes some substantial cuts, including the elimination of one full-time library assistant position in the Technical Services Department and a 42% cut in the books and AV budget lines. Elaina Sessions was hired in July to replace a library technician vacancy in our Reference/Adult Services Department. Library assistant Kathy Harkins is retiring on September 30<sup>th</sup> after working for 33 years at LPL. 514 children and teens participated in our Summer Reading Games this year with the total time read adding up to more than 4,516 hours! Our newest digital service, Mango Languages Online, was unveiled earlier this month. This is a joint program of LPL and APL and is available on our website: [LibraryLA.org](http://LibraryLA.org).

The City administration has requested that the Library comply with the City's Facility Use Policy which requires that we collect an annual \$50 application fee from any group using our conference rooms. This is being implemented at LPL effective 10/1/2014. Several Board members expressed concern over this recent change in City practice. It was requested that the director keep the Board informed on any feedback received from local groups in relation to this fee and to provide them with information on the past use of the Library's conference rooms. It was moved by Darby and seconded by Art to adopt a resolution expressing the Board's concern about this new fee which runs counter to the core mission of the Library to "connect our community" and serve the public with our facility resources as well as information resources. Motion carried unanimously.

Rick presented the FY2014 Endowment Fund Report. \$46,221.86 was expended from the Fund during the year and \$10,485 was added to the Fund through new donations. The Fund balance on 6/30/14 was \$1,636,446.68.

Rick presented a proposed Endowment expenditure budget for FY2015. The main changes to the budget from the FY2014 figures were to move as many dollars as possible into the book expenditure lines to help offset the city book budget cut of 42%. Art moved that the proposed budget be adopted with the understanding that the library director could adjust individual budget lines by as much as 15%. Anne seconded the motion. Motion carried unanimously.

Rick presented an update on a new project being led by the Ladd Library at Bates College whereby 5 libraries (Bates, APL, LPL, University of Maine, and Maine State Library) would jointly support the microfilming of the Sun Journal newspaper. It is expected that this will cost each of the 5 participating libraries about \$870 annually. A Memorandum of Understanding was presented to the Board. It was moved by Art and seconded by Anne to adopt the MOU and authorize the library director to sign off on it. Motion carried unanimously.

The Board discussed a communication from the Minerva [consortium] Executive Board asking the LPL Board to curtail the practice of charging our patrons for the borrowing of AV materials which are loaned by other Minerva system libraries. The Board discussed this issue at length. Sonia from the APL Board informed us that Auburn is concerned about the potential loss in revenue if they were to go along with this request. Rick estimated that the revenue loss at LPL would be around \$600 annually. It was moved by Elizabeth and seconded by John to adopt a resolution having LPL stop our practice of charging for other libraries' materials and to have Rick communicate this to APL and to work with them to deliver a joint response back to the Minerva Executive Board. However, it was further agreed that if we cannot come together on a joint response they would like LPL to follow forward unilaterally in curtailing this fee. Motion carried unanimously.

Jennifer presented an overview of the duties and responsibilities of Library Board members. It was agreed by consensus that this included attendance at Board meetings on a regular basis. Pursuant to the Board Bylaws, Jennifer informed the Board that she will be reaching out to Mohamed to inquire about his absences at the last three meetings.

Art reported on his attendance at the April 16<sup>th</sup> APL Board meeting. The main agenda item for the meeting was a report from the Maine Community Foundation on the APL Endowment Fund.

Art expressed concern about the fact that the LPL and APL directors have not called for the required quarterly meeting of the Joint Library Committee. Rick said that the directors had met and they intended to bring the Committee together in the next few weeks.

Motion to adjourn at 7:15 p.m.

Respectfully submitted, Rick Speer, Secretary Pro Tem