

LPL Board of Library Trustees
Meeting Minutes
February 4, 2016

Board members present: Jennifer Gendron Carleton, Elizabeth Clifford, Darby Ray, Anne Kemper, Ted Walworth, Noel Madore

Others present: Rick Speer and Doris Bonneau, APL Board of Trustees

The meeting was called to order at 5:30 pm by Chairperson Jennifer Gendron Carleton. The meeting minutes from January 7, 2016 were unanimously approved as distributed.

Rick presented the Director's report, which was unanimously approved.

- We welcome Sarah Yasin as a new Trustee, appointed by the mayor for a three-year term.
- Trustees are encouraged to attend the budget review workshop of the City Council, scheduled for Tuesday, April 12 at 6:00 pm.
- Good news from Auburn Public Library: They will now accept returns of LPL-borrowed materials. (Aligns with our policy/practice)
- Security Update:
 - Clarification re: police calls reported last month: The 77 calls were for a six-month period, not twelve months. :-{
 - A highly recommended security company, Securitas, has been solicited to submit a proposal for coverage from noon through closing every day. Securitas says they would plan to hire our current building monitors. We are waiting for a proposal from Securitas. The 2017 budget includes funds (\$19/hour) for this. Fingers crossed!
 - Rick met with the City's HR safety person and the head of LPD's community policing team to review security camera situation and consider recommendations. They recommend more prominent signage to signal the video surveillance we do have in place. Rick is hoping to find relatively friendly language for such signage. (Discussion yielded suggestions for such language.) Also discussed camera placement -- would like to put one in the elevator. Our budget request includes a request for 5 more cameras.
- One resignation to announce: Jane Sibley from New Zealand; a combination of family reasons and the security stresses are to blame. The City was quick to post the position, which is good.
- Announcing the exhibition dates for the Marsden Hartley exhibit:
 - Metropolitan Museum of Art: March 14 - June 18, 2017
 - Colby College Museum of Art: July 15 - November 12, 2017
 - The Colby curator has offered to do a special tour for LPL patrons if desired.
- Dealing with sound system problem in Callahan -- the microphones die out for no apparent reason. The system is 10 years old. A good replacement will be at least \$5,000.

Reviewed circulation and library use reports

- 2015 report:
 - Circulation of print materials continues to go down, which is of concern. Have asked APL if they are seeing a similar trend. Video/digital offerings are certainly one cause. Our inadequate materials budget is also likely a cause insofar as we are not really keeping up with the provision of newer options.
 - By contrast, the children's department ticked up 3%, which is a nice departure.
 - Digital media -- audio ebooks -- are being increasingly used. An increase of 19% last year.
- 10-Year report:
 - 2009 marked the all-time high in circulation materials. Steady decline since then, although not as markedly for Fiction.
 - The drop in New Books circulation is likely compounded by the lack of new book acquisitions caused by the budget cuts. We are at 60-70% of what we used to buy.

Distributed proposed schedule for our attendance at APL board meetings

- Trustees are asked to contact Jenn if you can't attend for some reason. She is committed to substituting as needed so that we are always represented at the APL meetings.

Reviewed the library budget using a new City report

- The travel line includes sending one staff member per year to a national conference. Other staff must pay their own way (and do). Wish we could do more.
- Secret code: Uniform rental = copy machines (Go figure!)
- The budget request for 2017 includes significant increases in the book budget -- in hopes of recovering some of the ground lost in the past few years.
- MSLN (high speed internet provider) notified us that they are incurring increased costs and so will begin charging us per line (\$1,750/year).
- Big additional budget request for 2017: elevator upgrade

Discussion of potential strategies for the budget workshop:

- Regular complaints from patrons that we are not keeping up with acquisitions. We don't have the recent books they want, nor the range of periodicals they want.
- We also can't keep up with public service-type books that are recommended by community partners such as Safe Voices.
- APL is not having this problem, and our patrons are remarking on that fact.

Parking

- Jennifer met with the Mayor, who promised to lobby the Council in support of our parking garage validation proposal. He recommends that board members reach out to our Council members.

- On a related note: Do not park in the old Camden National Bank lot. They are ticketing, and the amount is as high as \$240!!!

Visited the Collections Department

The meeting was adjourned at 7:00 pm.