

**Lewiston Public Library
Board of Trustees
Meeting Minutes**

Date: February 11, 2010

Time: 5:30 p.m.

Members present:

Judy Head, Chair; Paul G. Caron, Secretary, Philip Isaacson, Sarah Potter, Mike W. Miller, Judy Gervais, Arthur Turley

Others present: Rick Speer, Director Lewiston Public Library; Karen Jones, Technical Services Librarian

Review of Minutes: The minutes of the December 10, 2009 Lewiston Public Library Board of Trustees meeting and the January 14, 2010 combined Lewiston and Auburn Board of Trustees meeting were approved: Motion: Isaacson; Second: Potter; Vote: Approved unanimously.

Technical Services Report:

- The total of new items added to the collection reach a record high of 10,853.
- There were over 12,000 total items reprocessed due mainly to a change in computer records and new covers.
- Future plans include continuing with the inventory in the 400 and 800 categories (many are mis-classified); finish cataloging the large print and audio collection.
- They have begun an inventory of VHS tapes which still make up a significant part of the collection.
- The catalog will include reference computer software.

Director's Report:

- Six surveillance cameras are presently installed in the library.
- L-A's One Book/One Community celebration kicks off with a farmers' market at the Auburn Public Library on February 26. The book is Barbara Kingsolver's *Animal, Vegetable, Miracle*. A grant was not approved to supply free copies to the community but local book stores, including the Bates College Book Store will offer discounts of 20%.
- A Teen Writers Group now meets twice monthly under the direction of the Library's Teen VISTA worker.
- The Library has a new half-time worker through the ABLE program that helps seniors get back into the workforce. Paula Levesque will be working in Technical Services and assisting in Cultural Center activities.
- Two building issues: a sewer line blockage and a malfunctioning entrance door are currently being fixed.
- Kevin Callahan has offered to adjust and re-position the Indiana print as a donation to the Library.
- The City Council is asking all boards to look at ways to distribute information electronically to lessen the amount of paper.

- Year 2009 was the largest circulation year in the history of the Library.
- Vote to approve the Director's Report: Motion: Potter; Second: Gervais; Vote: Approved unanimously.

Fiscal Year 2010 Budget

- The Board reviewed the Fiscal Year 2010 Budget outlined by Rick
- Rick also presented three additional budget scenarios requested by the city administrator for Fiscal Year 2011: one that is flat, one that will reduce the budget by 5% and a third that will reduce the budget by 10%. The reduction budgets will potentially close the Library two nights a week and include cuts in the book and other material budgets.
- The Board asked Rick to consider a budget that is not as devastating to the book budget but reduces personnel costs.
- The Board also asked the chair to write to the city administrator about the Board's concerns regarding the budget and invite the him to the March meeting Board of Trustees meeting.

Mid-Year Evaluation of FY 2010 Objectives

- The evaluation was tabled to the next Board meeting.

Other Business

- The chair proposed a discussion at a future meeting concerning a non-attendance policy to address absences at Board meetings.
- The chair proposed a discussion concerning financial planning with regard to the endowment.

Next Meeting

- The next meeting will be held at the Lewiston Public Library on Thursday, March 11, 2010 at 5:30 p.m.

Meeting Adjourned: 7:30 p.m.