

# Lewiston Public Library Board of Trustees

## Minutes: October 18, 2018

**Members present:** Julia Gordon, Ted Walworth, Sarah Yasin, Darby Ray, Anne Kemper, Sarah Gillespie, John Painter

**Others present:** Marcela Peres, Susan Weiss from APL, Shane Bouchard, David Moorhead of Children's Dept.

- Meeting called to order at 5:30 PM
- **Children's Department Report**
  - Overview of programming
  - Outreach: classroom visits & bookreach
    - All elementary schools share a single librarian
    - Will discuss funding for gap in 6<sup>th</sup> grade outreach with current or new superintendent
    - After-school traffic down due to programming around the city, however this means traditional users are returning
    - Programming attendance up 7%
    - Inefficiencies due to spreading shifts across depts. Need more staff hours.
    - Bookreach volunteers needed, especially retired schoolteachers
      - David will provide a stock blurb to board members for recruitment
      - Shane will post the blurb on the city website to spread the word
- Minutes from September unanimously approved at 5:54 PM
- **Director's Report**
  - Hired two new part-time staff, still looking for additional substitute positions, new full-time tech vacancy
  - Budget planning underway
  - Callahan Hall is aging: AV, lighting, floor
  - Carpets and doors need serious attention
  - Archives temp control has failed along with its backup, replacements budgeted over FY19 and FY20.
  - IT server upgrade needed, to be budgeted for FY20
  - Yellow banners outside = old & tattered
    - Shane advised Marcela to speak with Denis to coordinate with city designs
  - Upcoming programming: AARP, Poet Laureate
- Director's Report unanimously approved at 6:15 PM
- **Discussion on November 5 Event**
  - Several additional messages came to the director urging cancellation of the event
  - Serious discussion among board members covering pros and cons led to consensus
  - Board is in favor of a possible later event to address issue of info bias & veracity
  - Questions from the public and the media should be deferred to Darby or Marcela
  - Agreement reached that LPL needs a written challenge policy on events, one highlighting sensitivity & service to the local community.

- Legal opinion from Marty to be sought.
  - Darby, Marcela, & Ed to draft a statement rooted in our mission as a community building organization
- Decision to cancel event contingent on City Administration approval unanimously approved at 6:56
- **In-house Guest APL report by Sarah G., 6:59 PM**
  - Café now open, owned & operated by Craig Tribuno
  - 2 new board members brought on
  - Parking issues
  - Well-attended annual meeting
  - Pollinator garden is in
- **APL report from Susan W., 7:02 PM**
  - Partnership with Stanton Bird Club
  - Special children's programming on Japan thru picture-books
  - Their next meeting will be Nov. 20 (change from Wednesdays to Tuesdays)
- **APL Board Guest Schedule**
  - Nov. 20            Darby to reach out to Liz
  - Jan 15            Ted
  - Feb 19            Darby to ask Julia & Liz
  - March 19        Sarah G.
- **Board meetings in Marcela's absence, 7:07 PM**
  - Per Darby: our value = to respond to issues. We do not wish to take up staff's time
  - City will visit weekly to check in w/ staff
  - March 7, invite Heather to go over the budget, therefore no meeting Feb 7, no meeting April 4. We pick up again in May.
  - Darby will send date changes to APL

Meeting adjourned at 7:12 PM

Next meeting November 15

