

Lewiston Public Library Board of Trustees

Minutes: November 15, 2018

Members Present: Anne Kemper, Darby Ray, Sarah Gillespie, John Painter, Elizabeth Clifford, And Safiya Khalid

Others Present: Marcela Peres, Shane Bouchard, Michael Malloy

Meeting called to order at 5:35 P.M.

Minutes from October 18, 2018 unanimously approved

Director's Report:

Hiring a full-time Adult & Teen Library Technician and Collection Services Supervisor. Have Received some very strong applications
Reclassification of Lending Services Supervisor to salaried Lending Services Librarian
HIGHLOW mural on the Park St. alley wall facing the Library loading dock
Minerva consortium Patron Reading History discussion. At present, we do not track patrons' Reading history. We have to decide if we want to track and to give individuals their own history
Upcoming LPL programs: Nov 17-French Conversation Group, Nov 24-NaNoWriMo, Nov 24-Victorian Nutcracker by Portland Ballet, Nov 28-Butter Slime (LPL Kids), Nov 29- Great Falls Forum with Dr Julia Azari, Dec 3- Small Business Workshop New Ventures, Dec 6- Cooking Club gingerbread (LPL Kids), Dec 15-Gingerbread day: Winter in Arendelle (LPL Kids).

FY2019 Objectives:

Primary

Add full time Library technician to work between Collection Services and Adult and teen
Plan to do an inventory and weed out materials
Sixth grade class trips to the Library
Obtain funding to replace aging book theft security gate
Adjusting staff schedules to match public service needs and working with staff to improve Morale
Upgrade Freight elevator, including new microprocessors

Secondary

Pursue funding to fully upgrade Callahan Hall including modern audio-visual equipment
Increase program attendance in Children's Room by 10% through increased literacy and STEAM
Create space for teens and adults to pursue STEAM including 3D printer use
Prepare plan for improvement of physical spaces including placement of furniture and Materials and directional signs
Expand our Friends of the Library membership
Purchase and mount additional monitor in Lisbon St. window to advertise Library programs

Library records retention plan to better maintain patron database in line with Minerva Consortium best practices

Objectives unanimously approved

Nominating Committee: John Painter and Anne Kemper appointed to Nominating Committee

Board Spring Calendar:

February (dropping in 2019) Review year-end library statistics, Review next year's Budget

March- Investment Advisor's Report, the Board will invite Heather Hunter to update FY2020 Budget process

April (dropping in 2019) Collection Services Department report

May Marcela's back- Friends of LPL report, City budget- final update

June tentative

APL Report : Michael Malloy

Amended by-laws, a person does not have to be an incorporator

Restaurant doing OK

Evaluation of Library Director and the Board itself

Old Business

No problem rescinding Nov 5 program

Meeting adjourned at 7:05 P.M.

Next meeting December 6, 2018