

Lewiston Public Library
Board of Library Trustees
September 1st Meeting – 5:30 PM
Minutes

Trustees present: Sarah Gillespie, Ed Barrett, Karen Choate, Elizabeth Clifford, Carl Sheline, Darby Ray, Marissa Deku

Absent: Babara Benjamin-McManus, Mariah Pfeiffer, Dan Jenkins

Staff present: Marcela Peres

Ed was nominated to act as chair for the meeting.

Ed Called to order: 5:32 pm

Investment Advisor Report: Hugh Judge presented. John was unable to attend. Hugh gave an overview of the current market and where interest rates are currently and how the economy is doing.

The endowment is still close to the allocation plan of 70% of equities, 30% fixed income (including 3.4% Cash Reserve).

Since 2020 the endowment has had a 5.83% return of \$2,039,702 with \$210,377 withdrawals.

Minutes of the 4/7/22 board meeting

Motion: Darby

2nd: Carl

Vote: Unanimous, Motion Carries

Library Director's report:

- Children's Technician Position is going to be mostly in children's which will hopefully help with the new hire.

- Sara Turner was accepted to the 2022 New England Library Leadership Symposium.
- Baker and Taylor outage so there will be a delay in some processing as they are unsure how long they will be down for due to malware.
- RFID Update: 84% of the collection is tagged!! Percent is being determined by current collection as weeding is also happening at the same time. Childrens is done. Childrens staff is helping with other collections and hopeful to be done by the end of the year. Katherine has suggested they are close to being able to offer self-checkouts.
- Capital Projects: Carpet will be done in late October/early November. First floor to brick wall, stair path, staircase, and in front of the passenger elevator. Plans are being made for the closure for staff training will be when they often can not all be together.
- Windows: Will happen in the spring for the 2nd and 3rd floor including Callahan Hall. They will be energy efficient windows.
- Teen room Acoustics- purchase in process. (Starting to see 20-30 teens a day).
- Glass alteration at service desks to make acoustics better. The Children's room desk glass may come down.
- Callahan AV- Screen is still on backorder.
- Bendable Maine launched August 23rd there will be a press kit from the State Library showing all the platforms are available.
- Great Falls Forum 9/28 will be on the calendar but is not on printed one as of right now.
- Darby asked about 5-7pm in regards to Art Walk instead of 5-8pm - Marcela has not heard anything.

APL Board report

June (Karen reporting)- Ralph Harder was welcomed as a new trustee. Peggy Deblois will be coming on as well but not sure of the date. Fundraiser 23 bags sold. They reached their goal. Trying to decide if they were going back in person or the time they will be doing them.

Appointment of Board Representative to Library Objectives Committee

- One or two people will meet with department heads ahead of the November full board meeting presentation. Tuesday at 11am is usually the time. At this time there were no volunteers but Marcela will follow up by email on a different time.

Old Business

Council approved \$157,000 but the library has \$150,000 to modernize the children's floor. Some ideas (Carl) capital campaign would be an achievable amount with some work between Friends, Board of Trustees, businesses, etc. Would create awareness of the library. Marcela will follow up if the campaign can happen and what the stipulations are for these types of projects. Carry forward to next meeting

Adjournment

Motion: Carl

Second: Darby

Meeting Adjourned at 7:21

Next Board Meeting: October 6th, 2022

Respectfully submitted by Marissa Deku