

Lewiston Public Library
Board of Library Trustees
April 6th 2023 – 5:30 PM
Minutes

Trustees present: Ed Barrett, Karen Choate, Marissa Deku, Sarah Gillespie, Dan Jenkins, Mariah Pfeiffer, Carl Sheline

Community Members: Julie Colangelo, Tu Biederman

Absent: Babara Benjamin-McManus,

Staff present: Sara Turner, Katherine Webber

APL Representative: Sharon Bergeron

Called to order: 5:30 pm

Update from Carl- Budget updates nothing specific at the meeting or since the last city council meeting. If and when there is a specific proposal Carl will update the board on any happenings.

Children's Department Report:

- Lewiston Public Schools will now be able to offer a library card when they register for school. This is working with new student registrations and re-assess for current students! This is for Elementary and Middle School for now since High School students can get cards more easily with the Teen card.
- Many book sections have been re-labeled/cataloged to make it clearer where things are. Inventory and weeding is happening.
- Catalog computer was added for patrons to search for material.
- Daily activities available on the floor.
- Staff- Sarah H was promoted to full time technician. Sadie B is new BookReach coordinator and part time technician.
- Specifically focused on purchasing certain areas of high demand topics.
- Book displays targeted to help move collection.
- Summer was busy in 2022.
- Social Emotional Kits visit classrooms (a different program will be used next year but will be continued)
- Homeschool program direct ask from the community is being offered.
- ArtVan continues (would like more funding so that it can be weekly).
- Lewiston Auburn Read Maxi's Secret for the month of May
- Lending Library at Apartment Complex for easy access with donated/withdrawn items. Looking to do programs as well.
- Bikes for Books Program- 8 bikes were donated. Kids will do a book review

to be put within a drawing. Each book gets an entry.

Minutes of the March 2nd, 2023 board meeting

Motion: Ed

2nd: Karen

Vote: Unanimous with correction of December typo

Library Director's report:

- Budgeting process is still happening, vote is scheduled for May 2nd.
- BookReach Coordinator and PT Library Technicians are starting this week.
- Two Bates work study students have started and possible summer work is being looked at.
- Harper gave notice and April 7th is his last day. Teen services librarian is advertised.
- Working on RFP for cleaning services. Hoping to add a Saturday cleaning as well.
- Window project waiting to hear back from facilities on when this will happen.
- Children's Room- RFP has been advertised.
- Self Checkout MIS has been nailed down and the issue has been figured out should be done soon.
- Substance Abuse issue has remained with overdoses and use has been visible by officers.
- Bag Policies (Number or Size of items) this is being looked at by the city. Policy stats Creating a size policy would be helpful to the library to help eliminate accessibility issues. Suggestion would be to post for an advance of it being implemented. Katherine will draft a policy and distribute it to trustees to look at before the next meeting.
- Programs are happening (calendar)

Endowment Fund Policy Revision:

- Motion: Dan
- Second: Karen
- Vote: Unanimous

Capital Campaign Update:

RFP Draft for professional assistance in fundraising.

Motion: Marissa

Second: Dan

Vote: Unanimous

Katherine will let Allen know that we have accepted this RFP.

APL Board report: Fundraiser basket business and baskets. Will be a family fair. June 18th. Teen librarian has been hired - Julia Monday May 1st coming from USM. New website has been launched. Going through budgets as well right now.

April 25th at 4:30- Tu will attend.

May 23rd at 4:30- Sarah will attend.

Dan J last meeting, resigning due to moving out of Lewiston

Old Business: none at this time

Adjournment

Motion: Dan

Second: Sarah

6:46PM

Next Board Meeting: May 4th, 2023

Respectfully submitted by Marissa Deku