

Lewiston Public Library
Board of Library Trustees
June 6th, 2024, 5:30 PM
Minutes

Trustees present: Ed Barrett, Marissa Deku, Tu Biederman, Karen Choate, Tetiana Cherednichenko, Carl Sheline, Ellen Hodgkin, Mariah Pfeiffer, Strawberry Pinkham, Julie Colangelo

Staff present: Joey Houston

APL Representative: none present

Meeting called to order: 5:32 pm by Tu

1. Minutes of the May 2nd, 2024, board meeting

Motion: Mariah

2nd: Karen

Vote: Unanimous

2. APL Board Report

- No APL Board member was present.
- Update from Tu: Donna is hired as the Director. They still have openings on the board for Auburn Residents if we know of anyone. Tu will check that meetings are happening over the summer.
- June 25th - Marissa
- July 23rd- Strawberry

3. Campaign Committee Report (Ed Reporting)

- Ed and a few others spoke to the city council to get support. They adopted the resolve: authorizing grant writing, staff support from LPL and City of Lewiston. They also approved the use of initial city funds to match other grants or logistics to start the campaign.
- The committee is continuing to work with the consultants for planning. There is a tentative schedule made. They have set up a Campaign plan and guidelines for newsletters.
- The committee is working on finishing the campaign statement.
- Joey is working on software package for donations. The lowest quote was about \$2,500 a year and would be needed for 2 years. Would like to also make this a long-term software so not sure if the paid or free platform would be best. There would be more

groundwork needed for a free software but could be used for the long term. Joey will check on the security of the free software.

- Ed makes a motion to pay up to \$2,500 and give Joey authorization to select the software that makes the most sense for the campaign.
- Second: Karen.
- Vote: All in Favor.
- Board members if you have not completed the Self-Assessment please fill it out if you have not already.
- There will be a 4-hour fundraising training session on September 7th. Time to be determined.
- Goal: \$228,000 raised \$153,000 from city and a \$75,000 written commitment. Have hit the goal for the first phase!
- Looking for a December 2025 end date.

4. Staff Survey Report

- Mariah took the results. Send out the information. Tried to summarize the results. Looking to present at the 6/18 staff meeting. Joey believes the survey probably captured many full time but many part-timers may not have taken the survey.

5. Director's Report:

a. Hiring Updates

- i. Katherine Webber gave her notice and will be done at the end of June. Job is posted and 28 applicants, pool to go through.
- ii. The building monitor position was posted will be interviewing soon.
- iii. Hiring a few part-time positions are being posted as well.

b. Circulation and Fines Policy

- i. The only change is not having to pay for DVD Rentals.
- ii. Motion to accept as written: Carl
- iii. Second: Karen
- iv. All in Favor

c. Staff Meeting 6/18/24

- i. Mariah will attend. Karen and/or Marissa will also attend. 11am-1pm with full-time staff to talk about survey results.
- ii. July 9th- Tu and Tetiana will attend.

d. Estate proceedings

- i. Notice of Probate Court. There was a bequest made. Roughly 10% of the estate is coming to the library. Joey does not know the amount waiting on final statement.

e. State Library Van Delivery

- i. State Library RFP has been appealed for van delivery.
- ii. This affects all libraries in the State of Maine.
- iii. The Attorney General is handling the appeal process.
- iv. As of Tuesday, June 3rd, the ILL process has stopped. There will be at least 6 weeks of non-delivery from July 1st.
- v. Residents can still go to Auburn or other Minerva locations for borrowing.
- vi. Pro-rate for fiscal year 25 costs will happen depending on the length of delay.

f. Endowment Investments

- i. A group (American Friends Service Committee) contacted the city finance department to find out what was being invested in by the city. The city doesn't have any direct investments.
- ii. There is a list of companies that are on the divestment list. They are urging divestment from about 20 companies. There are 2 companies Northrop Romman (Defense) and RTX (Aerospace) which the Endowment is currently invested in.
- iii. After the initial list, they provided a second list. The list has now expanded to about 100 companies now.
- iv. The board is considering if the ESG screen should be used by RMDAVIS or do we want to look at what this company's main purpose in their work.
- v. Carl mentioned contacting RMDavis to see what they are seeing by other investors right now concerning these companies.
- vi. Tu: this concern is accelerating the motion of the 2021 draft investment policy and putting something official in place.
- vii. Mariah mentioned at least contacting the group back that we are looking at our investments with our advisors
- viii. Investment ethics policy that needs to be formalized by

- the board. The City has a policy.
- ix. Ed and Joey will make a response and have RMDavis visit to have more of a discussion about the investments for the July meeting.

Carl: Please Vote June 11th.

Adjournment: 7pm

Motion: Marissa

Second: Carl

All in favor

Future Action Make Board Flyer:

Please send a picture to Marissa along with your favorite thing about LPL.

Next Board Meeting: July 11th, 2024

Respectfully submitted by Marissa Deku