**Lewiston Public Library**

Board of Library Trustees

**December 5th, 2024 5:30 PM**

Minutes

**Trustees present**: Ed Barrett, Marissa Deku, Karen Choate,Mariah Pfeiffer, Tu Biederman, Julie Colangelo

**Absent:** Strawberry Pinkham, Carl Sheline, Tetiana Cherednichenko

**Staff present:** Joey Houston, Sara Turner, Regan Flieg

**APL Representative**: None present

**Meeting called to order:** Tu called the meeting to order at5:31pm.

1. **Acceptance of Minutes for the November 7th, 2024 board meeting:**

Motion: Karen

2nd: Ed

Vote: 6 Yea, 0 Nay, 0 Abstention

1. **APL Board Report** 
   1. No member present. No LPL member was able to attend the last meeting at APL.
   2. Joey will be meeting with Donna the week of December 12th to talk about collaborations. Wants to get an MOU in place since there is nothing in writing on some areas of our relationship.
2. **Lending Services Department Report (Regan Reporting)**
   1. Highlights: not been fully staffed for a year. Wants to acknowledge the department has been held but a group of great staff.
   2. Large increase on the circulation of entertainment videos since the charge was dropped for rentals in the summer.. Has been an improvement for staff and patrons.
   3. Self-checkout machine is working well.
   4. Summer reading had great participation. Gave out all the prizes.
   5. Survived the summer without ILL. New system has been great once the kinks were worked out.
   6. Weeding has been going well with the schedule. Shelves are looking more appealing. About half way through (3 years into a 5 years plans).
   7. Outreach Program is top priority to revamp. Great feedback from current participants but looking to expand.
3. **Campaign Committee Report (Ed Reporting)**
   1. Volunteers needed on the 14th. Email will be coming about report times.
   2. Have a few sponsorships for the event.
   3. Have an ask out to another bank as well.
   4. Event Committee is being formed for late winter/spring event for adults. Meeting happening on December 10th at 5pm. (ideas: escape room, murder mystery dinner, gala type events)
   5. Lots of work on grant applications (3-4 right now).
   6. At about $270,000.
4. **2025 Holiday Schedule**
   1. Motion to Approve: Marissa
   2. Second: Karen
   3. Vote: All in favor
5. **Director’s Report**
   1. Book Challenge-
      1. There is a book challenge to reclassify some material(s). It will only come to the board if they appeal the decision of the library staff. Sarah and Joey will meet to discuss.
   2. Hiring Updates
      1. Building Monitor- there is a person in the pipeline.
      2. 5 new part time employees have been sent to Human Resources. 4 library assistants and 1 page.
      3. Adult Services Librarian is expected to start next week.
6. **Old Business**
   1. Board Appointments
      1. Karen, Mariah and Strawberry need to re-apply through the city’s webpage/application. Would need to be re-sworn in as well.
      2. Communication with board between meetings- sending board minutes out as a draft after the meeting.
7. **Other Business**
   1. Candace Walworth Fund Endowment Change
      1. Endowment was made in her honor. The husband’s has been asked for his name to be added as he plans for the future of the endowment.

**Adjournment: 6:41pm**

**Next Board Meeting: January 2nd, 2025**

Respectfully submitted by Marissa Deku