

## Library Trustees Minutes

May 1, 2025

Present: Ed Barrett (II:'24-'27), Tu Biederman (I:'23-'26), Karen Choate (II:'25-'28), Julie Colangelo (I:'23-'26), Marissa Deku (II:'24-'27), Melanie Dorn (I:'24-'27), Yun Garrison (I:'25-'28), Mariah Pfeiffer (II:'25-'28), Strawberry Pinkham (I:'25-'28), ~~Carl Shelton~~. Staff: Joey Houston, Sara Turner

Representatives from RM Davis: Tim Malisa and John Doughty

1. Approval of minutes -- PASSED with attendance updated (Deku/Pinkham)
2. Welcome to new member Yun Garrison - introductions were made by all with a "fun fact"
3. RM Davis report -- John spoke of the "world" money view since we last met from a half full perspective and a Churchill quote "When going through hell keep going!" Tim spoke of our investment portfolio through April 15, 2025 - our equity targets are 70% and actual is 68%, funds are being moved from International in light of potential tariffs. Utilities are good to have in this market. We looked at the top 5 riskiest investments and they are lower than high risk with rates between 26.1 and 32.7 and companies which are well known and respected e.g. Amazon, Meta, JP Morgan Chase, Berkshire Hathaway, Costco. Our portfolio is very diversified -- the S&P decreased by 5% but LPL only decreased by 3.5%.
4. APL Board Report -- no representative and no one attended their most recent meeting
5. LPL Friends Update -- new officers - David Sysko Pres, Judy Head VP; Eileen Fair - 1 term as Sect and Karen Choate - Treas. Received \$3900 from Friends memberships. Friends are interested in investing funds in CD at 4.5% but a minimum of \$5000 is necessary. If it is determined that the \$75000 gift might not be needed in the 6 month window of the investment the Trustees agree in principle with investing those funds. It was requested that we wait until June 1 to see where spending might be needed.
6. Campaign Committee Report -- Mystery Event was very successful - it was MOVED that the Trustees ask the Director to pass on our appreciation to Regan Flieg for the work done to create the event for the campaign. (Barrett/Pinkham) PASSED. We are transitioning away from Wright Collective. We have updated our contract with them to extend to December but with fewer meetings - funds which would have been spent until June will be spread out until December and contact with the Collective would be stretched "to fit." Committee meets next May 7. We are moving to a 2 phase plan -- phase 1 being the construction and phase 2 the outreach/community pieces. The original construction quote was about \$400,000 with contingencies and updating for time since the original quote we're working toward \$500,000 for the campaign goal Phase 1. A Thank You note writing session should be scheduled soon to thank supporters of the Mystery Event and any new supporters of the campaign. Raffle sponsors and staff who assisted in planning, decorating, working at the event should be included. Lists of people to still contact could include -- realtors, banks, and Lisbon Street / downtown neighbors. Tracking who has been approached has been hard. Joey will be talking with WGME-TV in Portland about the campaign and project. There will be a meeting with Rep Golden and Sen King to see what help they can offer. Food left from the Mystery Event was donated to Marian Place which is attached to New Beginnings Shelter - it was suggested that in the future should we have food needing a good

home that they be contacted. We have been asked about when it will happen again and there is talk about making it an Annual Fundraiser jointly sponsored with the Friends.

7. Objectives update -- Referrals directory - Ben in Ad. Svcs is working on the FAQ's and resources and process used by community resources; Campaign final goal is waiting on grants; Senior community connections - Regan will continue with this now that Mystery event is done and when a delivery driver can be secured; Library-wide disaster plan - Beth is working on there is a workshop soon that she will participate in; Digital resources - Joey is researching but most have cost attached and budget doesn't have room; Special Collections awareness - management team is discussing but campaign has superseded it progress; Local Authors collection - a policy will be coming soon; Wowbrary services is going well; New types of borrowing materials (e.g. hot spots) - were looking toward Federal grants which will probably not be available in the immediate future. Encourage local artist to loan and display - Yun has a community art project coming to Callahan, there are many spaces where displays can be in the building - tap into the city's public art committee through the city council.
8. Director's Report --
  - a. Budget presentation -- May 6 should be the final vote by the City Council on FY '26 budget. Council is looking at unspent funds from FY'25 Q3 like positions which have not been hired.
  - b. Callahan Hall -- the audio engineers who installed the audio system have been "fired." Strawberry's father has the skills and information that we need to be able to get the system up to necessary standards. There are 3 phases - calibrating the current system items, short term (low cost) fixes for repairs, redesign to optimize our needs will be part of the FY'27 budget. So far -- the floor is still in the FY26 budget!
  - c. Maine State Library update -- some of the frozen funds have been returned so 3 of the original 13 laid off have been restored. They will be revising depending on the legal decisions upcoming. LPL is currently fine, Inter-Library Loan is still safe for now because of the structure of employment at the State Library positions not effected by the Fed grants are being filled by those available so until that has settled the outcome may not be evident. LPL pays to have ILL deliveries. Broadband discounts are in the Courts.
9. Old Business
10. Other Business -- New City Administrator begins on Monday

Adjourn - MOTION (Pfeiffer/Barrett) PASSED -- 7:30 pm

Respectfully submitted,

Karen Choate