

## Library Trustees Minutes

September 4, 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 Sheline. Staff: Joey Houston, ~~Sara Turner~~

1. Approval of minutes (Pinkham/Barrett)
2. Investment Advisor report -- Tim Malisa -- update on national economy, our profile, new purchases and where we stand currently.
3. APL Board Report -- no one attended APL meeting and no APL rep
4. Campaign Committee Report -- We have the funds we need to cover renovation costs when we include a recent bequest. Platz Associates has been contacted as the sole source so they can set the schedule and an estimate of actual costs. There are still some requests out: Northeast Bank, Bangor Savings (mural possibly), Shaws and Hannaford. Currently meeting with Elizabeth Ireland of Wright Collective until December - less frequently than at the beginning of the campaign. A plan is being drafted to close the campaign and wrap up and communicate our success! Discussion regarding ongoing fundraising either through Friends or other programming shall continue with the Friends. Next event Unicorns, Dragons and Mermaids, Oh My! November 1. Mariah is coordinating sponsorships and will send email with specifics including templates for social media. Each trustee drew the name of a local business to contact before our next meeting for sponsorship or campaign gift or both. We also took posters to place around the community advertising the fall event. We committed to posting on our social media about the Nov 1 event. Murder Mystery Event tentative date April 11, 2026 to hopefully celebrate the successful renovation completion or at least the campaign conclusion. Relationships begun with campaign will need to continue to be nourished and connections maintained. Trustees should have an annual/regular plan to raise funds. It was suggested that we provide an appreciation event for the employees as a thank you for their work with the campaign.
5. Director's Report
  - a. Summer Reading - all ages had increased participation over 2024 with adult participation up 800%! Staff moral has been high and their encouragement of the program aided participation.
  - b. Adult Programming - Regan and Ben and their staffs are working on the Regency Ball and the costume creation workshop. Donations of sewing machines and fabric have been received.
  - c. Adult Playaways, Bluetooth Transmitters - increasing new materials - an audiobook with self-contained playing capacity and/or ability to play to ear buds or other Bluetooth devices.
  - d. Facilities update -
    - i. HVAC is still having issues. Humidifiers are put away for the season. An engineering plan RFP has been created and the new city administrator has been helpful with the process. The units are sensitive to electrical issues.
    - ii. Callahan audiovisual fix will happen in September after the Great Falls Forum

- e. Community Hub - way that we are increasing our partnerships with community organizations. A space on the second floor can be staffed by a local organization and will have information about the sponsors of the space. Allows for each group to offer “office hours” in the library. There are a few groups which are having community push back about their need to be in the library.
  - f. Staffing Updates - staff is happier. Ben and Regan have brought great energy and community to the staff and boosted moral. One of the building monitors has resigned for FT work. The contract with the security company and the current building monitor schedules have been set up to have the building covered from at least 11 am until close every day.
- 6. Old Business
  - 7. Other Business

It was unanimously voted to adjourn at 7:17 pm. NEXT MEETING OCTOBER 2, 5:30 pm in the Couture Room.

Respectfully submitted,

Karen Choate