



Ellsworth Public Library – 20 State Street – Ellsworth, ME 04605

## **Minutes of the Ellsworth Public Library Board of Trustees Monday, September 25, 2017**

**Attending: Ron Fortier, Chairperson; Wendy Lessard; Anne Lusby, Secretary;  
Jane McLetchie; Raymond Williams, Treasurer; Amy Wisheart, Director; Sandy  
Abbott, Asst. Director**

Call to Order at 6:32 p.m.

### **Minutes**

Wendy Lessard moved to accept the minutes of the August 28, 2017 meeting as written.  
Seconded by Jane McLetchie  
Approved 5-0

### **Financial Reports and Planning**

#### **a. Treasurer's Report**

Ray Williams reported on various accounts.

It was reported thus far in FY2018 that 16.4% of our budget has been spent.

The Fund 80 Account has a balance of \$92,645.00.

Anne Lusby moved to accept the Treasurer's Report as read.

Seconded by Wendy Lessard.

Approved 5-0.

#### **b. Town Warrants**

Treasurer Williams reported:

To date \$31,967.00 has been received from supporting towns for FY18

The final town meetings will be held during the month of September.

### **Building and Grounds**

**a.** Edmund Murray's written report was received and discussed.

**b.** New carpets are chosen and will be installed the first week in November.

Discussion concerning closure dates for the library and staff involvement/work ideas during the days the library is closed.

**c.** The RFP is revised and will appear in the Ellsworth American. The bids for exterior painting/shutters are due at the end of October/2017.

**d.** We were pleased to hear from Edmund that several projects both within the building and on the grounds have been completed.

## Friends of the Library

- a. Jane McLetchie reported that on October 28, 2017 the Friends will have a one day book sale. The annual meeting is scheduled for October 4, 2017.

## Director's Report

- a. Amy Wisehart's written report was reviewed and discussed.
- b. Director Wisehart and Abby Morrow will be attending the New England Library Association Conference in Burlington, VT with Amy presenting at the conference.
- c. The report highlighted several Fall programs offered by the library for all age levels.

## Unfinished Business

- a. **Strategic Plan:** Deb Burwell written proposal was reviewed as our consultant to revising/updating the library's strategic plan.  
A motion was made by Anne Lusby to allow Chairman Fortier to sign the contract with Deb Burwell for her services.  
Seconded by Jane McLetchie.  
Approved 5-0.
- b. A motion was made by Ray Williams that \$4000.00 be paid to Deb Burwell from the Howard Colhoun Family Fund.  
Seconded by Jane McLetchie.  
Approved 5-0.
- c. **Annual Appeal Update:** To date \$8435.00 has been received from 136 donors.
- d. **Building Needs Priorities:** The City Council has approved \$200,000.00 to be targeted for essential building needs for the EPL.
- e. Two candidates will appear on the November ballot for the Board of Trustees of the library.

## New Business

- a. A motion was made by Anne Lusby to keep the cardholder rate for FY 2019 at \$27.00 for those towns serviced by the Ellsworth Public Library.  
Seconded by Ray Williams.  
Approved 5-0.

- b. The date for our December Trustee meeting will be determined at our November meeting.

**Public Comment**

None

A motion was made by Anne Lusby to adjourn at 8:05 pm.  
Seconded by Wendy Lessard.  
Approved 5-0.

Respectfully submitted.  
Anne Lusby, EPL Trustee Secretary