



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

Minutes of the Ellsworth Public Library Board of Trustees Monday, February 27, 2017

Attending: Ron Fortier, Chairperson; Wendy Lessard; Anne Lusby, Secretary; Jane McLetchie; Mr. Raymond Williams, Treasurer; Amy Wisehart, Director

Call to order at 6:59 p.m.

Presentation by Mr. Peter Nicholson and Chelsea Spalding of First Advisors

Peter Nicholson shared updates on Trustee accounts managed by First Advisors.

Minutes

Wendy Lessard moved to accept the Minutes of the January 17, 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.

To date 47.6 % of the budget has been spent.

The Fund 80 has a balance of \$74,500.00.

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

Seconded by Wendy Lessard.

Approved 5-0.

b. Ray Williams moved to authorize an updated Resolution of Lodge/Association with First Advisors and the Ellsworth Public Library designating Chairman, Ronald Fortier and Treasurer, Raymond Williams as Agents for the Library.

Seconded by: Wendy Lessard

Approved 5-0

Town Warrants

Previously assigned: Lamoine: Anne Lusby and Ron Fortier will attend on March 8, 2017

Waltham: Wendy Lessard will attend on March 18, 2017

New Assignments: Mariaville: Wendy Lessard will attend on March 27, 2017

Surry: Amy Wisehart and Jane McLetchie will attend on April 24, 2017

Ray Williams moved to change our monthly meeting dates to Tuesday, March 28, 2017 and Tuesday, April 25, 2017 due to conflicts with town meeting dates.

Seconded by Ron Fortier.

Approved 5-0

Building and Grounds

Edmund Murray's report was reviewed: no final decision on carpet replacement; the Board is planning to look at samples at our March meeting. The fence in the lower parking lot was damaged by snowplowing and Chairman Fortier will discuss having the City repair the fence with Manager Cole. Discussion on replacement of the Cupola Windows at the cost of \$1770.00.

Wendy Lessard moved to authorize Ron Fortier to sign a change order to the original contract to replace the two cupola windows at the cost of \$1770.00.

Seconded by Anne Lusby

Approved 5-0

Friends of the Library

Jane McLetchie reported that the next meeting of the Friends will be held Wednesday, March 1, 2017.

Director's Report

Amy reviewed her written report.

Highlights: The Library is participating in the Hancock County food drive during the month of March.

There will be a new monthly email newsletter highlighting library news, staff book reviews and programs being held. Patrons may sign up to receive the newsletter at the front desk.

Unfinished Business

- a. **FY 18 Budget Request:** Amy continues to meet with City Manager Cole and City Finance personnel concerning our budget request.
- b. **Delinquent Patron:** No action recommended by the EPD.
- c. **Strategic Plan:** Needs to be updated with ideas on which we should focus.
- d. **Director Welcome Reception:** Discussion held as to best time to host this event with the Friends of the Library willing to coordinate with this function.

New Business.

- a. Amy Wisheart asked permission for a bunny be to allowed at an upcoming Children's Program: this request was granted.
- b. A discussion was held as to whether more signage for the EPL was needed in the city.
- c. A brief discussion was held as to how to best handle 'policy reviews' and a schedule for completing this task.

Public Comment

None.

A motion was made by Anne Lusby to adjourn at 8:43 p.m.

Seconded by Ray Williams .

Approved 5-0.

Respectfully submitted,
Anne Lusby, EPL Trustee Secretary