



20 State Street, Ellsworth, ME 04605 · 207- 667- 6363 · ellsworthlibrary.net

**Meeting of the Ellsworth Public Library Board of Trustees  
Monday, June 24, 2019**

**Attending:** Anne Lusby (Treasurer), Jane McLetchie, Martha Nordstrom, Ron Fortier (Chair) Spencer Patterson King (Acting Secretary), Amy Wisehart (Director), Sandy Abbott (Assistant Director), Allegra Pellerano, Charlene Fox Clemens, Keli Gancos, Mary McKillop

**Call to order:** 5:14pm

**Minutes of the May 13, 2019 regular meeting**

Anne Lusby moved to approve the minutes  
Spencer Patterson King seconded  
Approved 4-0

**Minutes of the June 14, 2019 special meeting**

Anne Lusby moved to approve the minutes  
Spencer Patterson King seconded  
Approved 4-0

**Financial reports**

Fund 80 \$92,216.94, increased due to grant money deposited  
YTD used 84.4% of budget, available \$115,193.32  
Jane McLetchie move to accept financial reports  
Spencer Patterson King seconded  
Approved 5-0

**Town warrants report**

Sullivan meeting at the same time as the trustees meeting  
The next town meetings are in September

**Building and grounds report**

There was an intrusion alarm in the basement June 8<sup>th</sup> that was cleared  
The elevator got stuck for five minutes, and Pine State Elevator has been reached about it

**Friends of the Library report**

The pet show is coming up July 20<sup>th</sup>, 10am-12pm

The next book sale is August 8-10

Amy recommends a new trustee liaison work with the Friends after Jane McLetchie's move

### **Director's report**

There will be a shelving swap of fiction and non-fiction Wednesday

Library has recently received a lot of unfit donations including damaged, malodorous books which consumes a lot of staff and Friends of the Library time. Additionally, the transfer station has been dumping the books

The summer intern will be doing sign language story time

The City of Ellsworth is switching insurance July 1<sup>st</sup>, little information is available currently  
IT recommends camera software update; strong recommendation from Nate Burckhard for updating soon; it may be possible to use any remaining fund balance to cover the cost

### **Unfinished business**

#### **a. Personnel policy**

Spencer Patterson King reviewed the changes between current policy and the proposed policy

Staff present at the meeting discussed their concerns about changes

Action held until board and staff have clarification about City of Ellsworth changes underway

#### **b. 2019 annual appeal**

Another donation received

FY 2019 annual appeal revenue is \$10,806 after expenses

FY 2020 letter ready to go to print

#### **c. Board succession planning**

Board will choose appointees to succeed departing members until the next election at which point appointees would run on the ballot for the remainder of the departing members' terms

### **New business**

#### **a. Letter to supporting towns**

Ron Fortier and Spencer Patterson King have each drafted versions of the letter to go out to towns in our service area

Spencer Patterson King moved that a letter be drafted with city management to send to service area towns

Ron Fortier seconded

Approved 5-0

**b. Children's material fines**

Discussed the elimination of library fines for children's materials

Anne Lusby moved that the lending policy be amended effective September 1, 2019 so that no fines are collected on children's materials and no replacement fees charged on children's board books

Jane McLetchie seconded

Approved 5-0

**c. Fundraising plan**

Discussion of future fundraising

**d. Strategic plan review**

Board reviewed strategic plan and progress

**Public comment**

None

**Adjournment**

Anne Lusby moved to adjourn at 7:30pm

Jane McLetchie seconded

Approved 5-0

Respectfully submitted,

Spencer Patterson King, Ellsworth Public Library trustee