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## **Minutes of the Meeting of the Ellsworth Public Library Board of Trustees February 16, 2021**

### **Attending**

Ron Fortier (Chair), Anne Lusby (Treasurer), Spencer Patterson King (Secretary), Kathleen Cravens, Craig MacDonald, Amy Wisehart (Director), Sandy Abbott, Charlene Clemons

### **Call to Order**

Meeting called order at 6:03 pm

### **Consent Agenda**

- 1. Minutes of the January 19, 2021 Regular Meeting**
- 2. Financial Reports and Planning**
  - a) Treasurer's Report**
  - b) Annual Appeal Report**
- 3. Building and Grounds Report**
- 4. Director's Report**

Spencer Patterson King moved to approve the consent agenda

Anne Lusby seconded

5-0

### **Friends of the Library Report**

No meeting to report. The Friends of the Library approved the funding request.

### **Unfinished Business**

- 1. Supporting Town Funding**

Budget submitted to the City of Ellsworth management. The Library has collected what is likely enough signatures to make the Hancock town warrant.

Trustees discussed a possibility raised by a Trenton selector about establishing a contract for library services as a means of making the town warrant in a way that moves budget pressure in Trenton away from out of town "charitable" payments. Further action will depend on the rest of the select board and terms of any potential arrangement.

## **2. Fundraising Update**

The board discussed action on the misprinting of the Love Your Library campaign shirts. The board agreed to use the shirts made using a design that was not the final design and seek resolution with the printer.

## **3. Personnel Ordinance**

The Director drafted a revision of our personnel policy to bring it into alignment with the personnel policy adopted by the city council.

Spencer Patterson King moved to adopt the personnel policy as presented

Craig MacDonald seconded

5-0

## **4. COVID Planning**

No updates. Kathleen Cravens noted that the Director has handled the ongoing situation particularly well.

## **5. FY22 Budget**

The budget is available to be revised by the board through the end of the week.

The Director has prepared a document for use summarizing the history and recurring questions, answers, and research regarding the library budget.

Trustees asked the Director to draft an FAQ for our residents based on the information it contains. She will have a version to present at the next regular board meeting for trustee approval.

## **New Business**

### **1. Capital Improvement Projects**

Trustees discussed the scheduled capital improvement project proposals that the Director prepared and scheduled.

### **2. Library Garden**

The Director mentioned the possibility of building a raised planter bed for use in summer programs. It would be another opportunity to have programming outside and responsibly-spaced. Construction could be funded with remaining funds from the Lab Girl The Big Read grant.

Spencer Patterson King moved to support the construction of a raised planter bed on library grounds

Anne Lusby seconded

5-0

**Public Comment**

None

**Executive session per MRSA Title 1, Chapter 13, Sec 405, Paragraph 6A to discuss employment matters**

Anne Lusby moved to enter executive session at 7:02 pm

Spencer Patterson King seconded

5-0

Anne Lusby moved to exit executive session at 7:25 pm

Craig MacDonald seconded

5-0

**Adjournment**

Spencer Patterson King moved to adjourn at 7:25 pm

Anne Lusby seconded

5-0

Respectfully submitted,

Spencer Patterson King, Secretary