



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

## **Minutes of the Meeting of the Ellsworth Public Library Board of Trustees September 21, 2021**

### **Attending**

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

### **Call to Order**

Meeting called order at 6:00 pm

### **First National Wealth Management Presentation**

Representatives from First National Bank presented the allocations and standing of the Library's investment trust.

### **Consent Agenda**

- 1. Minutes of the August 17, 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**

Ron Fortier moved to approve the consent agenda

Anne Lusby seconded

5-0

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

The Friends met September 1<sup>st</sup>. They are planning a one-day book sale October 30<sup>th</sup>. The next meeting is October 6<sup>th</sup>.

### **Unfinished Business**

#### **1. Supporting Town Funding**

The Director apprised the board about town responses to the idea of monthly billing for card reimbursement. She also proposed Trustees consider absorbing some of the effort of establishing and confirming town meeting dates and request submission requirements.

#### **2. COVID Protocols and Procedures**

Trustees agreed to continue current protocol until further notice.

### **3. 2021 Annual Appeal**

Trustees approved the appeal letter and discussed the production and distribution of the annual appeal.

### **4. Outreach Committee**

Amy Wisehart and Craig MacDonald reviewed the first meeting of the outreach committee. It included a nice cross-section of the community (age range, vocation, etc.). The next meeting is October 15.

### **5. Vaccination Requirement Policy**

Trustees discussed the Library staff's vaccination compliance, the upcoming city requirement for vaccination, and communication with staff about the latter.

## **New Business**

### **1. Riverwalk Trail**

Trustees discussed the upcoming Frenchman Bay Conservancy trail restoration and its impact on the Library.

### **2. Lawn Signs**

The Director described another Library's campaign of library support using lawn signs that read something to the effect of, "I love my library." The Director and Trustees discussed the best time to consider running a similar campaign, including avoiding fall (election season) and winter (plow damage).

### **3. FY22 Budget**

Anne Lusby asked about how our spend is comparing to our planned budget. Amy Wisehart described how our actual budget is matching our planned budget fairly closely. The Director also informed the Trustees about working with Josh McIntyre, the new city Finance Director.

## **Public Comment**

None

## **Decisions, Action Items and Next Steps**

Trustees reviewed actions to be undertaken decided during the meeting.

## **Adjournment**

Anne Lusby moved to adjourn at 7:31 pm

Spencer Patterson King seconded

5-0

Respectfully submitted,

Spencer Patterson King, Secretary