



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

Minutes of the Ellsworth Public Library Board of Trustees Tuesday, March 28, 2017

Attending: Wendy Lessard; Anne Lusby, Secretary; Jane McLetchie; Mr. Raymond Williams, Treasurer; Amy Wisheart, Director; Sandy Abbott, Asst. Director; Edmund Murray, Custodian/Maintenance

Call to order at 6:58 pm.

Minutes

Wendy Lessard moved to accept the Minutes of the February 27, 2017 meeting as written.

Seconded by Jane McLetchie.

Approved 4-0.

Financial Reports and Planning

a. Treasurer's Report

Ray Williams reported on various accounts:

It was reported that 51.7 percent of our budget has been spent to date.

Also reported that \$73, 382.00 is currently in our Fund 80 account.

Amy Wisheart reported that three quotes will be forthcoming to address computer replacements.

Wendy Lessard moved to accept the Treasurer's Report as read.

Seconded by Anne Lusby.

Approved by: A. Lusby, J. McLetchie, and W.Lessard 3-0

Abstained: R. Williams

Approved 3-0-1.

Town Warrants

The following assignments were given for attendance at town meetings:

Hancock: May 9, 2017 Jane McLetchie and Anne Lusby will attend.

Otis: May 13, 2017 Ray Williams will attend.

Eastbrook: Date TBD Ray Williams will attend

Orland and Sullivan will be held in June/Dates TBD and Ray Williams will attend both.

Building and Grounds

Edmund Murray reported on the current revised carpet quotes and provided samples for the Board to see. There remain some questions regarding fees for moving shelving/books, etc. and who is responsible for doing this work. Final determination of the awarded bid will be discussed at our next meeting. It was reported that the windows will be inspected by Chairman Fortier prior to their installation and subsequent payment.

Friends of the Library

Jane McLetchie reported that the one day book sale raised \$361.00. The three day book sale will be held at the end of April.

Director's Report

Amy Wisheart reported on her written report highlighting that there are 100 subscribers thus far for the monthly email newsletter with many positive responses. The Library would like to host events commemorating the 200th anniversary of the Tisdale House. All those who are part of the library will continue to discuss and plan these events.

Unfinished Business

- a. Lengthy review/discussion on FY 18 budget which will continue with a special meeting planned for Tuesday, April 18, 2017 at 6:30pm.
Ray Williams moved to utilize \$110,000. from the Fund Balance Account to defray the City Appropriation and bring it down to \$556,245.
Seconded by Wendy Lessard.
Approved 4-0
- b. Jane McLetchie moved to table the review of the EPL Strategic Plan.
Seconded by Wendy Lessard.
Approved 4-0
- c. A reception to welcome Director Amy Wisheart was planned for Thursday May 4, 2017 from 5-7pm at the Library.

New Business

- a. Jane McLetchie and Anne Lusby will be responsible for doing the Annual Appeal Letter for 2017. They will coordinate with Director Wisheart on the project.
- b. The Volunteer Appreciation Dinner will be held on Tuesday, April 25, 2017 at 5pm at the Library.
Jane McLetchie moved to change the start of our Board of Trustee meeting to 6:30pm.
Seconded by Anne Lusby.
Approved 4-0
- c. No action taken on the Lending Policy Review.

Public Comment

None.

Adjournment:

A motion was made by Anne Lusby to adjourn at 9:48 pm.
Seconded by Wendy Lessard.
Approved 4-0.

Respectfully submitted,
Anne Lusby, EPL Trustee Secretary