



20 State Street, Ellsworth, ME 04605 · 207- 667- 6363 · www.ellsworth.lib.me.us

**Minutes of the Ellsworth Public Library Board of Trustees
Tuesday, April 16, 2019**

Attending: Ron Fortier, Chairman; Anne Lusby, Treasurer; Jane McLetchie, Secretary; Spencer Patterson King; Martha Nordstrom; Amy Wisehart, Director

Call to order at 5:19

Minutes of the March 25, 2019 Regular Meeting

Anne Lusby moved to accept the minutes of the March 25, 2019 meeting.

Seconded by Martha Nordstrom

Approved 4-0

Financial Reports and Planning

a. Treasurer's Report

Anne Lusby reported that the Fund 80 account is \$87,667.6. The library has used 69.8% of the budget to date, leaving a total of \$223,275.48.

Jane McLetchie motioned to accept the Treasurer's Report

Seconded by Martha Nordstrom

Approved 4-0

b. Annual Appeal Report

The Director reported that there is no change from last month.

Town Warrants Report

a. Review of Town Meeting Assignments

Surry – April 22nd – Jane McLetchie

Hancock – May 14th – Anne Lusby

Otis – Ron Fortier will call
Trenton – May 21st – Ron Fortier
Gouldsboro – June – Amy Wisehart will call

b. Town Meeting Results

Franklin – Spencer Patterson King attended the meeting and reported that we received only \$1,000.

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Building and Grounds Report

a. LED Lighting

Ron Fortier’s application to the Small Business Program was approved and the work will be completed by May 30th. The amount the library is responsible for is \$5,412. The Director will contact Ellsworth City Hall about using Capital Improvement Funds for this.

b. Edmund Murry reported that:

- The library passed the quarterly test of the sprinkler system
- Acadia Lock will fix the front door lock for \$175.00
- The malfunctioning humidifier in the furnace room will be replaced using the warranty
- The Friends of the Library will buy fresh mulch for the library’s foundation garden

Friends of the Library Report

Jane McLetchie reported that the April 3rd meeting was cancelled due to snow and bad roads. The next book sale will be held on May 2nd, 3rd, and 4th.

Director’s Report

The Director reported that:

- The intro to computer classes is continuing on Friday mornings in April
- “Spring Clean Your Eating” series is happening on Wednesday afternoons.

- The new library website will start on April 22nd. The designer trained five staff members on website editing
- The library has posted for two part time summer circulation positions
- There was a worker's compensation claim and all the paperwork has been taken care of

Unfinished Business

a. Personnel Ordinance Update

Spencer Patterson King met with the staff association before our meeting to answer any questions. They will get back to him after the association meeting.

b. FY20 Budget Review

We will give the City Council the budget that was developed in January.

c. Discussion of Funding Diversification

There was a discussion of the "per capita vs number of card holders in town" chart that Spencer Patterson King presented. It was decided that to get a free Ellsworth library card a person would have to show that they live in a town that supports the EPL. It was also decided that participating town would need to be notified before the policy could go into practice.

Martha Nordstrom motioned to change the EPL materials lending policy to the new wording.

Seconded by Spencer Patterson King

Approved: 5-0

d. Funding and Grants Research

There was a discussion of various grants and fund raisers that the Director had found.

New Business

a. 2019 Annual Appeal

Anne Lusby and Jane McLetchie will handle the appeal letter. At the next meeting we will decide on what library need the letter will be targeting.

Public Comment

None

Adjournment

Anne Lusby moved to adjourn at 7:29

Seconded by Martha Nordstrom

Approved 5-0

Respectfully submitted,

Jane McLetchie, EPL Trustee Secretary