

# Minutes of the Ellsworth Public Library board of Trustees

November 20 2024/ 6:30 PM

## **ATTENDEE**

Sarah Lesko, Craig MacDonald, Kathleen Cravens Rain Perez, Vivek Philip, Judith Lyles

## **Call to Order**

Meeting called to order by Craig MacDonald at 6:35pm.

## **Public Comment: None**

## **Consent Agenda**

- Friends of the Library Report
- Director's Report
- Minutes of September 18th meeting
- Financial Reports and Planning
- Building and Grounds Report

A motion was made by Rain and seconded by Kathleen to approve the consent agenda and motion carried.

## **Friends of the Library Report**

See attached report.

## **Unfinished Business**

Sarah reported that she met with Kerry who is the HR Director regarding the Personnel ordinance addressing family medical leave. She asked for a vote from us to go to the Council to discuss finances and budget. We unanimously voted to support these changes as outlined by Sarah to the family leave, health insurance options, and dress code. There are no changes to the paid leave. Part time employees are also entitled to rest periods.

## **New Business**

- Sarah notes that this is a busy week and she will be working on the budget and overall projections of the renovations. She projects the minimum

amount we will need is 2 million. We discussed at length the importance of the Riverview room and whether or not a variance would be possible but really need to keep in mind this is a very long shot. We need to be open to the ideas that Carla and Michael are preparing for us.

- We discussed moving the entrance and feel that this should be included in Stage 1. Regarding money that we have available we all agreed the \$50,000 from the King Foundation would be used and we hope to raise \$35,000 from the Annual appeal this year.
- The estate of our patron Kimmy Kemp is estimated to be approximately \$500,000 and the house is under contract. I am not clear if we have to split this with the church or not will clarify at our December meeting.

We spent time exploring different concepts and square footage addressing lighting noise and more flexible space as these were some of the findings in the community survey. Sarah encouraged us to 'Dream big 'and we can always bring it back but for now focus on the broader picture and what we might think the library would look like in 10 years.

The priorities remain obtaining the fire suppression and addressing the ADA concerns which include a first floor entrance and bathroom. We also addressed the need to stay open and work around the construction, which Carla is aware of.

Congressionally directed spending will be pursued and requires a 45% match. We also need to find out from the City Council how much we could potentially ask for in the upcoming budget to be used for the renovations.

We have several meetings in December with Carla and Michael and a landscape architect to review plans and options.

Judi then asked that at our next meeting we spend some time discussing the Annual Appeal including the following questions: things that we can do better or differently in the process. Also last month we discussed estate planning, identifying bigger donors and others ideas to increase our revenue.

Executive session per MRSA Title 1, Chapter 13, Sec 406, Paragraph 6A to discuss employment matters Entered 8:00 exit 8:01 pm

DECISIONS, Action Items and Next Steps

ADJOURNMENT

Sarah reminded us of the upcoming Open House and that Annual appeals are rolling in and we are slightly ahead of last years count at this time.

Meeting adjourned at 8:20 pm

Next Meeting December 18, 2024 at 6:30 pm

Respectively submitted, Kathleen Cravens, Secretary