

**Minutes of the Meeting of the Ellsworth Public Library Board of Trustees**  
**June 24, 2025**

**Attending:** Craig MacDonald (chair), Rain Perez, Judi Lyles, Vivek Philip, Sarah Lesko

The meeting was called to order at 6:30pm.

**Public Comment:** None

**Consent Agenda:**

**Meeting Minutes May 21, 2025**

**Financial Reports and Planning**

**Building and Grounds Report**

**Director's Report**

**Friends of the Library Report:** no report; Friends did not meet in June

*Following brief highlights of the various reports, Rain Perez moved to accept the consent agenda; Craig MacDonald seconded; the motion carried 4-0.*

**Old Business**

Town funding requests FY25

- Sarah reported that Aurora has sent funds, but has very few library users. Before next year's funding requests are sent, we will explore whether a tiered system based on town size would be more equitable

**Unfinished Business**

a. Building update:

- The downstairs bathroom repair is complete and the bathroom now functions.
- Repair of rotten window trim has begun. The process of removing the old trim revealed a wet and rotted wall behind the clapboard. Required repairs, costs, and sources of the problem are currently unknown. Other sections of the building will be examined to determine if the damage is localized.

b. Grants: Sarah is meeting with Northern Borders next week to discuss grant opportunities.

c. Fundraising:

- A mockup of the direct mailer (6x9 fold over format) prepared by Downeast Graphics was reviewed. The total cost of printing and mailing to 5595 addresses is ~ \$3000. We will explore the possibility of adding a few additional zip codes if the cost is not prohibitive.
- The Friends of the Library August book sale is scheduled for August 22, 23, and 24. In support of the book sales, the board agreed that each board member will volunteer for least one shift during the three-day sale.
- At Sarah's suggestion, the board enthusiastically agreed to staff a welcome table at each Thursday evening adult program throughout the summer. The table will provide an opportunity for attendees to support the library through purchasing merchandise, making direct donations, becoming a library volunteer, and/or joining Friends of the Library.
- Several development initiatives were mentioned and will be explored further including

hosting an open house/fundraising fair, developing a docent program, and creating a welcome packet for new library patrons.

- d. Board expansion: The board voted previously to begin the process of increasing the number of board members from 5 to 7. The expansion will require a change in the City Charter and must be approved by the City Council as a first step. Language for the proposal to City Council will be reviewed and finalized for presentation at the July 21, 2025 council meeting,

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

*Vivek Philip moved to enter the executive session at 8:05; Rain Perez seconded. 4-0*

*Rain Perez moved to exit the session at 8:15; Vivek Phillip seconded. 4-0*

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

The development committee will meet between the July and August board meetings; the date TBD at the July board meeting.

**Adjournment-***Craig MacDonald moved to adjourn at 8:17 pm; Judi Lyles seconded. 4-0.*

Respectfully submitted,

Judi Lyles for Kathleen Cravens