

**Washburn Memorial Library Board
April 6, 2023 at 5:00pm Via ZOOM**

Agenda

- Call to Order
- Approval of Minutes of March 2, 2023 meeting
- Library Director's Report & Statistical Report - Cara *Any ques for cara?*
- Children's Librarian's Report - Courtney *Any ques.*
- Board continuing education - Maine Library Trustee Handbook - Chapter 5
- Plan to honor Rita Kingsbury *- No mtg next month.*
- Election of officers for 2023-2024
- New Board Member? *Edwin Jarrell*
- Latest reads to share
- Date of the next meeting - May 4, 2023 - In Person @ 4:30?? *6-7:30 Rita*
- Adjournment

Current Board Members:

Appointed Annually:

Perham
Wade

Bcv Turner - townclerk@washburnmaine.org
Heidi Silver - heididsilver@gmail.com

Appointed for 3-yr terms by Washburn Town Council:

Expiring 2022 ~~5~~

Sue Brown - suebrown11@gmail.com

Expiring 2023 ~~6~~

Londa Brown - libbrown625@hotmail.com

Expiring 2024 ~~1~~

Lauric Blackstone - blackstonchome@hotmail.com

Christina Maynard - lvtoread514@gmail.com

Sarah Sines - ssines@msad45.net

Town Manager - Donna Turner - townmanagr@washburnmaine.org
WML Library Director - Cara Miller - washburnmainelibrary@gmail.com
WML Children's Librarian - Courtney Howe - courtneyjeanhowe@gmail.com
WML Email - wml.me.1290@gmail.com

Washburn Memorial Library web site: washburnlibrary.com

Edwin Jamell joined us from New library board member.

~~Read~~ Post on FB? She didn't necess. want to post herself on FB just wanted us to post @books we read.

WASHBURN MEMORIAL LIBRARY

MARCH 2, 2023 MEETING NOTES

Present were: Sue Brown, Beverly Turner, Courtney Howe—Children's Librarian, Christina Maynard, Londa Brown, Cara Miller—Library Director, Sarah Sines, Laurie Blackstone and Heidi Silver. The meeting was attended through ZOOM.

Chairperson, Sue Brown, called the meeting to order at 5:00 p.m.

Secretary's Report: There should be a correction under the Financial Report section. Wicks Website should be WIX Website. Bev made a motion to accept the secretary's report. Londa seconded the motion, so voted.

Financial Report: There was no Financial Report.

Library Director's Report: Cara emailed her February Stats and Memorials/Donations reports to the board members prior to the meeting. She also included the Table of Contents from the Library Trustee Handbook. Each month, prior to the upcoming meeting one chapter at a time will be emailed to Board Members.

--ARPA Grant – Since the Grant doesn't pertain to our needs at the time and is very tedious, Londa thought this may not be the time to pursue it further.

--Cara has put together 16 Aromatherapy kits with information and instructions. They sold out.

Children's Librarian Report:

--The Aroostook Council will be in Washburn next week. They will have literature on healthy eating, meal preparation and outdoor activities, etc.

--For Dr. Seuss' Birthday, Courtney will read Dr. Seuss and make snacks. There are 20 Dr. Seuss packs available for pickup.

--Valentine Party – There was a large group that attended. The children loved it.

--Color Therapy Month – There will be special books on display, plus there will also be crayons and coloring pages available.

--Update on Communication – Sue would like to do a post on Facebook, and would like other Board members to post also. Courtney posts at least twice a week about things going on at the library.

--Bulk mailing – Courtney followed up on USPS Bulk Mailing. Washburn would be 848 pieces for the amount of \$160.27. Perham would be 185 pieces for the amount of \$34.97. Total pieces would be 1,033 for the amount of \$195.24. Sarah asked about doing a mass email. Cara said she could do one through Atrium since it has all the patron's information on the site.

New Business: Sue was wondering about sending out meeting minutes earlier, even though in the bylaws it states to do one week in advance of meeting.

Other Business: Laurie may not be able to give a lot of time if she stays on the board due to family situation.

--Board members shared about current books they are reading.

--We discussed doing a little party for Rita, for her many years on the Board. We would like to add her name to the plaque. Sue and Londa said they would handle things.

--The next meeting will be held on Thursday, April 6, 2022, at 5:00PM, via ZOOM.

--Bev made a motion to adjourn the meeting. Londa seconded the motion, so voted. The meeting was adjourned at 5:40 PM.

Circulation Statistics By Item Report Class : 03/01/2023 to 03/31/2023

Item Report Class	Checked In	Checked Out	Renewed	In-House Use	Booked
000 - 099	1	5	1	0	0
100 - 199	2	1	0	0	0
200 - 299	0	0	0	0	0
300 - 399	0	0	0	0	0
400 - 499	2	2	2	0	0
500 - 599	8	6	2	0	0
600 - 699	3	3	5	0	0
700 - 799	0	1	0	0	0
800 - 899	1	1	0	0	0
900 - 999	5	2	0	0	0
Adult Large Print	9	9	1	0	0
Audio Book	0	0	0	0	0
Biography	1	0	1	1	0
Collective Biography	0	0	0	0	0
Computers	0	0	0	0	0
DVD	0	1	0	0	0
Easy Book	45	51	3	0	0
eBook	0	0	0	0	0
Fiction	146	138	23	4	0
ILL Items	0	1	0	0	0
Interlibrary Loan	0	0	0	0	0
J Audio Books	0	1	0	0	0
J Biography	1	0	0	0	0
J Collective Biography	0	0	0	0	0
J Fiction	207	186	23	4	0
J Non-Fiction	16	14	3	0	0
Kit	3	2	0	1	0
Magazine	1	1	0	1	0
Puzzles	27	22	1	1	0
Reference	0	0	0	0	0
Undefined	0	0	0	0	0
YA Fiction	9	14	0	0	0
Total	487	461	65	12	0

Circulation Statistics By Patron Report Class : 03/01/2023 to 04/30/2023

Patron Report Class	Checked In	Checked Out	Renewed	Booked
ILL Library	9	0	0	0
Non-Resident Adult	50	58	6	0
Non-Resident Juvenile	33	36	0	0
Resident Adult	340	309	59	0
Resident Juvenile	52	54	0	0
Staff	3	4	0	0
Teacher	0	0	0	0
Total	487	461	65	0

* Brown family in memory of Kay Brown.

• Memorials & Donations

A memorial was given by Jackie O'Clair and family in memory of the following:

In memory of Eric Thibodeau:

- A Saucer Full of Secrets, by Pam Henry
- Loki: Where Mischief Lies, by Mackenzi Lee
- Gamora & Nebula: Sisters in Arms, by Mackenzi Lee
- The Very Secret Society of Irregular Witches, by Sangu, Mandanna

In memory of Linda & George Seward:

- Good Dog, Bad Cop, by David Rosenfelt

In memory of Bob & Gwen Thompson:

- The London Séance Society: A Novel, by Sarah Penner

In memory of Calvin O'Clair:

- Trust, by Hernan Diaz
- Hello Beautiful: A Novel, by Ann Napolitano
- We All Want Impossible Things, by Catherine Newman
- Construction Site, (Children Goodnight, Goodnight Construction series), by Sherri D. Rinker
- Mediterranean Air Fryer Cookbook, by Joseph S. Baylor
- Maame, by Jessica George

A memorial donation was given by Warrena & Carol Bragg in loving memory of Lucky L. Bragg:

- The Total Outdoorsman Skills & Tools Manual (Field & Stream), Hardcover, by T. Edward Nickens
- A generous memorial donation from Gene & Londa Brown and Family in loving memory of Kay Brown, of two raised beds for the Children's Library outdoor area! I will let Courtney and Londa provide more details on this project.

• Events & Programs Summary

* We sold out of *Essential Oil Kits*.

* I am considering a Spring/Summer *Yoga Class* to begin in May. Tentative details:

- Begins May 4th @ 9am
- \$3 per class, per person
- Classes are held once a week on Thursdays, 9am - 9:30am
- Yoga Class duration: 30 minutes
- Feel free to arrive 5 minutes early to set up your mat. Class will begin promptly at 9am.
- This class is a mix of gentle yoga and power yoga.

* **Coming in April:** Teatime Book Club (reading *The Housemaid*, by Frieda McFadden), Hot Cocoa Bombs, Easter Egg Hunt for Toddler Time, and the launching of our Annual Seed Library (please see flyer attached).

Wanted to do something for children.

Two raised beds downstairs outside. Teach kids to plant + raise flowers + vegetables Courtney has puced things out so far.

Can

- Events & Programs Summary

- * We sold out of lavender @ 10am
- * I am considering a spring/summer Yoga class to begin in May. Tentative details:
 - * Begins May 4th @ 9am
 - * \$5 per class per person
 - * Classes are held once a week on Thursdays 9am - 9:30am
 - * Yoga class duration: 30 minutes
 - * Feel free to arrive 5 minutes early to set up your mat. Class will begin promptly at 9am
 - * This class is a mix of gentle yoga and power yoga

* Coming to Spring Learning Book Club (reading "The Handmaid's Tale" by Margaret Atwood) Her (Joan Bonds) Easter Egg Hunt for Toddlers (time and the launching of our Annual Seed Library (please see flyer attached)