

Washburn Memorial Library Board
May 9, 2024 at 4:30pm

*She's Not Sorry
Kubrick
Cold Sassy Tree*

Agenda

- ✓ Call to Order
- ✓ Secretary's Report - Sarah
- ✓ Financial Report - Donna
- ✓ Library Director's Report & Statistical Report – Cara
- ✓ Children's Librarian's Report – Courtney

New Business

- ✓ August Festival
- ✓ Forwarded email from Londa
- ✓ Latest reads to share
- ✓ Date of the next meeting – June 13, 2024 at 4:30pm
- ✓ Adjournment

Current Board Members:

Appointed Annually:

Perham

Bev Turner – townclerk@washburnmaine.org

Appointed for 3-yr terms by Washburn Town Council:

Expiring 2025

Sue Brown – suebrown11@gmail.com

Londa Brown – libbrown625@hotmail.com

Expiring 2026

Laurie Blackstone – blackstonehome@hotmail.com

Christina Maynard – lvtoread514@gmail.com

Ed Jarrell – edjarrell@hotmail.com

Expiring 2027

Sarah Sines – ssines@msad45.net

Tiffany Wheeler – ntcpwheeler@gmail.com

Town Manager – Donna Turner – townmanager@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

April 11, 2024

Present: Londa Brown, Donna Turner, Cara Miller, Christina Maynard, Sarah Sines, Sue Brown, Courtney Howe, Tiffany Wheeler, Bev Turner, Laurie Blackstone, Ed Jarrell, Damien DuMont

Chairperson Christina Maynard called the meeting to order at 4:57PM.

Cara & Courtney were presented with gift bags and flowers in honor of National Library Week. Donna presented a plaque to them as well from the Spirit of America Foundation. The Foundation is recognizing the Washburn Memorial Library with the Spirit of America Award, an award given in Maine for commendable community service.

Secretary's Report: Bev Turner moved to accept the secretary's report, seconded by Londa Brown. The secretary's report was accepted unanimously.

Financial Report: Donna presented the library's new yearly budget. The equipment line appears to already be overextended. Donna will investigate to determine the cause and transfer funds so this account is not overspent.

The subscription for Microsoft came out of Subscriptions & Dues

New Business: New board member, Tiffany Wheeler, was welcomed to the board.

Library Director's Report: Library Director Cara Miller reported on circulation numbers: 439 items checked in, 461 items checked out and 48 items were renewed.

Jacqlyn O'Clair presented the library with a generous donation of various books in memory of Calvin O'Clair and Eric Thibodeau.

April 7th-13th is National Library Week. In honor of this week the library is holding a basket raffle. The winner will be drawn on May 1st.

The Teatime Book Club meets virtually and is reading *The Henna Artist* by Alka Joshi.

Books & Brews Social Hour continues to meet with an average of 6 to 8 participants. Discussions revolve around the books currently being read.

The Spring Yoga Series has started back up. Chair Yoga meets on Tuesdays at 9:00 AM and Power Yoga meets on Thursdays at 9:00 AM. Chair Yoga can have a maximum of 14 people, while Power Yoga can accommodate up to 8 people.

The Seed Library is open, offering free seeds to patrons. A new selection of seeds has been added to the collection.

Cara recently attended a national webinar where they focused on the importance and relevance of public libraries. Libraries need to stay current with the needs and wants of the patrons and local communities. Libraries can become obsolete if services are not tailored to their patrons' needs and wants. Cara shared a list of some creative ideas to encourage engagement with the library, many of which the library currently offers.

Donna suggested that perhaps local herbalist Natalia Bragg might be willing to be a guest speaker at the library. Cara will get in contact with her to discuss that possibility.

Children's Librarian's Report: Toddler Time continues to grow with 38 in attendance at the last session. The addition of another table may be needed to accommodate the large number of participants.

Hope & Justice Project gave a presentation titled All Are Welcome.

Courtney has a training coming soon that will include information on meeting the needs of homeschooling families. A new homeschooling group came to the library recently. Courtney led a STEM activity with water and seeds. She informed them of the Cloud Library. Some new patron cards were requested.

Courtney was recently asked if she would be willing to join the Aroostook Partners in the Arts. She does plan to join the group.

Courtney plans to invite Lavina Corey to return for another painting session with ladies from Marcie Barbarula's senior rec group.

New Business: Discussion continued on the importance of listening to community members to gauge the interests and needs in a community for the library to remain relevant. Londa would like to improve the connection between the library and the high school.

Maintenance of the flower beds was scheduled.

May	Laurie
June	Ed
July	Londa
August	Sue
September	Donna

Donna will check with the local Girl Scout Troop to see if they would like to take care of the two planters in the front of the library as part of a service project. The back planters will be devoted to the toddlers from Toddler Time.

It is time for board elections. Bev made a motion that Christina, Laurie and Sarah maintain their current roles. Londa seconded the motion. It was voted unanimously.

Reads to Share: Board members shared information about books they have recently read.

The next board meeting will be held May 9, 2024, at 4:30 PM.

Bev made a motion to adjourn the meeting. Londa seconded the motion, so voted. The meeting was adjourned at 5:42 PM.

Pictures were taken of Cara & Courtney with the Spirit of America Award.

Expense Summary Report

Department(s): 70

April

Account	YTD Budget	---- Y T D ----		Unexpended Balance	Percent Spent
	Net	Debits	Credits		
70 - Library	94,434.00	25,485.30	53.98	69,002.68	26.93
01 - Salary/Benefits	77,331.00	19,531.78	0.00	57,799.22	25.26
16 - Librarian	34,400.00	8,594.56	0.00	25,805.44	24.98
17 - Children's Librarian	21,750.00	5,349.02	0.00	16,400.98	24.59
90 - Health Insurance	14,800.00	3,675.00	0.00	11,125.00	24.83
91 - Maine State Retirement	1,825.00	738.66	0.00	1,086.34	40.47
92 - Medicare	840.00	200.39	0.00	639.61	23.86
93 - Social Security	3,560.00	856.83	0.00	2,703.17	24.07
94 - Unemployment Compensation	31.00	30.17	0.00	0.83	97.32
95 - Workers Compensation	125.00	87.15	0.00	37.85	69.72
02 - Utilities	5,460.00	1,810.24	0.00	3,649.76	33.15
01 - Electricity	2,000.00	663.60	0.00	1,336.40	33.18
02 - Heat	2,500.00	923.89	0.00	1,576.11	36.96
05 - Water & Sewer	960.00	222.75	0.00	737.25	23.20
04 - Maintenance	1,150.00	133.98	0.00	1,016.02	11.65
01 - General	750.00	68.98	0.00	681.02	9.20
07 - Garbage Disposal	400.00	65.00	0.00	335.00	16.25
05 - Supplies	1,000.00	181.70	0.00	818.30	18.17
01 - General	200.00	27.04	0.00	172.96	13.52
02 - Office	200.00	126.17	0.00	73.83	63.09
05 - Library Supplies	600.00	28.49	0.00	571.51	4.75
06 - Equipment	100.00	153.98	53.98	0.00	100.00
01 - Equipment	100.00	153.98	53.98	0.00	100.00
08 - Administrative Costs	8,393.00	3,033.30	0.00	5,359.70	36.14
02 - Dues & Subscriptions	500.00	229.34	0.00	270.66	45.87
04 - Postage	68.00	0.00	0.00	68.00	0.00
05 - Training	400.00	100.00	0.00	300.00	25.00
09 - Library Allowance	5,500.00	945.06	0.00	4,554.94	17.18
14 - Technical Support	1,925.00	1,758.90	0.00	166.10	91.37
99 - Miscellaneous	1,000.00	640.32	0.00	359.68	64.03
03 - Special Events/Activities	1,000.00	640.32	0.00	359.68	64.03
Final Totals	94,434.00	25,485.30	53.98	69,002.68	26.93

LIBRARY DIRECTOR NOTES: April 2024

April Items Circulation Stats: 422 Checked In / 457 Checked Out / 86 Renewed

National Library Week Raffle Basket:

- Jane Humphrey was our winner! 😊 She was thrilled and said sweetly, "What a treat! I don't think I've ever won anything in my entire life!"

April Memorials & Donations:

- *The Gray Wolf*, by Louise Penny, donated by Carla Rossignol

Let's talk August Fest:

- August Fest, our tentative ideas/plan: This year we think it smart to give the Books & Baskets Raffle a break, by pausing for a year, not asking businesses for donations.
- August 13th (Tuesday) - August 17th (Saturday): Book Sale (upstairs), running all week. We are considering calling it, *Fudge & Fiction Sale*, adding the element of selling fudge along with the books! It may be a way to get more folks through the door (those with a sweet tooth)! We can buy fudge through Brookside in Houlton who sells it by the pound and gives a % of the profits for fundraisers. We could also check with Mama Bear's which is local, or if we have any prized fudge-makers on our Library Board, we could go that route!
- Friday, August 16th: We will have an artist here all day (9am to 5pm), featured during Toddler Time.
- Saturday, August 17th: This will be the last day of the *Fudge & Fiction Sale*, but as always, we will keep our ongoing little book sale (in the corner). Saturday, open 9am- 12pm.

New item arrivals in our collection that you may be interested in:

- *As Long as the Lemon Trees Grow*, by Zoulfah Katouh <https://www.amazon.com/As-Long-Lemon-Trees-Grow/dp/0316351377>
- *The Stationary Shop*, by Marjan Kamali <https://www.amazon.com/Stationery-Shop-Marjan-Kamali/dp/1982107480/>
- *Funny Story*, by Emily Henry <https://www.amazon.com/Funny-Story-Emily-Henry/dp/0593910575/>
- *The Secret Lives of Booksellers and Librarians: Their stories are better than bestsellers*, by James Patterson & Matt Eversmann <https://www.amazon.com/Secret-Lives-Booksellers-Librarians-bestsellers/dp/0316572829>
- *An Unfinished Love Story: A Personal History of the 1960s*, by Doris Karns Goodwin <https://www.amazon.com/Unfinished-Love-Story-Personal-History-ebook/dp/B0CFMBQSBW>

Best,
Cara