

**Washburn Memorial Library
Board of Trustees
December 6, 2018**

Those present: Christina Maynard, Heidi Silver, Laurie Blackstone, Lois Walton, Donna Turner, Londa Brown, Gary Cole and Rita Kingsbury

Secretary's Report: A typed copy of the November minutes was handed out to everyone. After it was read Gary moved to accept the report as presented. Rita seconded. Motion carried.

Financial Report: We should be at about 83.3%. No sign bill yet. The new sign is now up. Lois thought the quote was around \$250-\$275. Donna will be meeting with Lois to set the new budget. Londa asked that they keep the book budget in mind with the idea of raising it. The board needs to discuss what percentage it should go up each year in accordance with the increase of new book prices. The money made by the Book Shoppe will go into the "Friends of the Library" fund.

Librarian's Report: We received the grant for the Lego program. It was for \$2141. We will be looking for someone to head the program.

A list of 2018 Memorial books was presented.

Lois went to a regional library meeting. There is a device that keeps track of internet usage. It costs around \$250. Jarad will be able to tell us what we need.

John Clark, a book reviewer from mid Maine, has pared down his book collection and offered our library some of his collection. We received 12 books and 12 audio books. (Mostly young adult) Should we reimburse shipping?

PI library is offering passports and fingerprinting. The libraries in the region are looking to link together. We could send people to other libraries for services we don't have. Another regional meeting is planned for February.

Old Business: There have been a lot of exciting things which have happened in the past year. Londa gave thanks for all that has been done. Rita suggested that we offer the Amish schoolteacher an opportunity to borrow a box of books for their school. Laurie will talk to Lizzie (the teacher) about it. Maybe we could offer an afternoon tea for the public schoolteachers to raise awareness of all the library has to offer.

Christina will run the Shoppe the 3rd Monday (the door prize drawing will happen then) and Laurie will open it on January 7th. Londa will open it on the 21st.

New business:

Ideas for 2019: Gary suggested teaching classes at the library.

Maybe change the by-laws so the community could use the Barbara Porter room after hours.

Londa suggested using the 2nd Monday of each month to do the classes. January-Valentine cards.

February- ancestry, March- Teach about the Cloud Library, April-Mother's Day craft, May-painting with Gary. Rita suggested a knitting studio to teach mothers and daughters. Someone suggested cribbage, healthy eating (Bethany Zell), woman veteran (Florence Kinney), Paul Cyr book signing.

Next meeting is January 3, 2019 at 5:00.

Next mtg. Feb. 7th @ 5:00

Respectfully submitted,
Laurie Blackstone

Jan 14th Shoppe

Feb-11 Cardmaking
Mar-11 Cribbage -
Adam Doady



Paul R. LePage
GOVERNOR

MAINE STATE LIBRARY
LMA BUILDING
64 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0064

James Ritter
STATE LIBRARIAN

November 22, 2018

Lois Walton
Washburn Memorial Library
1287 Main St.
Washburn, ME 04786

Dear Lois,

Congratulations! The Maine State Library has approved a Maine Public Library Fund grant in the amount of \$2141 for Washburn Memorial Library for your proposed Lego program. We're glad that these funds will be used to support such a worthy effort. We will be processing grant checks during the month of December. Expect receipt in January.

The Maine Public Library Fund was established in 2011, and the source of revenue from the funds comes from Maine citizens making voluntary contributions when they file their Maine State Income Tax returns. We've aptly named this the "Tax Check-Off" fund for public libraries! Now in its seventh year, the contributions being made by numerous Maine citizens have reached a level that enables us to grant the funds to public libraries to support grants such as yours.

Our hope is that individuals continue to contribute to the Maine Public Library Fund when they file their income tax returns so that we may be able to continue this grant program for many years to come. To this end, please don't hesitate to let your community know that this grant was made possible with funds from this special program - it's very likely that members in your community have made "tax check-off" contributions to support the fund!

Once again, Congratulations! We're thrilled that you took advantage of this wonderful grant opportunity. The creativity of your project and the impact it will have on your community is evident - we can't wait to hear how it goes.

Sincerely,

Jamie Ritter
State Librarian

Janet McKenney
Director, Library Development



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Circulation Statistics By Item Report Class : 11/01/2018 to 11/30/2018

Item Report Class	Checked In	Checked Out	Renewed	In-House Use	Booked
000 - 099	1	0	0	0	0
100 - 199	0	0	0	0	0
200 - 299	1	0	0	0	0
300 - 399	1	1	0	0	0
400 - 499	1	0	0	0	0
500 - 599	1	1	1	0	0
600 - 699	5	4	1	0	0
700 - 799	1	1	0	0	0
800 - 899	1	0	0	0	0
900 - 999	1	1	0	0	0
Audio Book	2	2	0	0	0
Biography	0	2	2	0	0
Collective Biography	0	0	0	0	0
Computers	0	0	0	0	0
Easy Book	54	44	8	0	0
eBook	0	0	0	0	0
Fiction	80	73	10	0	0
J Audio Books	0	0	0	0	0
J Biography	0	0	0	0	0
J Collective Biography	0	0	0	0	0
J Fiction	38	34	5	0	0
J Non-Fiction	5	2	0	0	0
Kit	0	0	0	0	0
Magazine	0	6	0	0	0
Reference	0	0	0	0	0
Undefined	3	0	0	0	0
Video	3	4	0	0	0
Total	198	175	27	0	0

Circulation Statistics By Patron Report Class : 11/01/2018 to 11/30/2018

Patron Report Class	Checked In	Checked Out	Renewed	Booked
Non-Resident Adult	23	13	6	0
Non-Resident Juvenile	4	2	3	0
Resident Adult	108	92	13	0
Resident Juvenile	46	54	3	0
Staff	3	8	1	0
Teacher	14	6	1	0
Total	198	175	27	0

WASHBURN MEMORIAL LIBRARY MEMORIALS 2018

In memory of **Gwendolyn M. Churchill McBurnie** a gift to the memorial fund from Jeff and Kim McBurnie.

In memory of **Calvin O'Clair** the circulation scanner from Jackie O'Clair.

In memory of **Eric Thibodeau** Harry Swotter: A Harry Potter Quiz Book by Rich Jepson, The Sorcerer's Companion: A Guide to the Magical World of Harry Potter by Allan Zola Kronzek, The Unofficial Harry Potter Cookbook: From Caldron Cakes to Knickerbocker Glory by Dinah Bucholz, The Unofficial Harry Potter Insults Handbook: 101 Combacks For The Wicked Wizards and Witches In Your Life by Birdy Jones given by Aunt Jackie O'Clair.

In memory of **Alton Bragg** The Notorious Benedict Arnold by Steve Sheinkin given by the Dumont Family, Paul, Diane, Damian and Isaiah.

In memory of **Neal Flewelling** Guitarmaking by William R. Cumpiano and Making an Archtop Guitar by Robert Benedetto given by the Board of Trustees of Washburn Memorial Library.

In memory of **Lila Martin** Winter at the Door by Sarah Graves given by Harold Marr.

In memory of **Christina Lavway** Magnolia Table by Joanna Gaines given by Burt and Carlene Donovan.

In memory of **Richard Porter** Stay Hidden by Paul Doiron given by Burt and Carlene Donavan.

In memory of **Joyce Fox** Birds and Blooms magazine given by Rita Kingsbury.

In memory of **Jessie and Jeremy Fox** Clouds and Rain by Marion Dane Bauer given by Rita Kingsbury.

In memory of **James David Rand** Wilderness by Hannah Pang, Curiousitree Natural World by A.J. Wood, and Animals: A Visual Encyclopedia by Animal Plant given by the Easler Family.

In memory of **Audrey Bell** The Sewing Book by Alison Smith given by Robert Bell.

In memory of **Christina Lavway** Here If You Need Me by Kate Braestrup given by Gene and Londa Brown.

In memory of **Wilmot "Bill" Flewelling** The Good Neighbor The Life and Work of Fred Rogers by Maxwell King given by the Salmon Brook Historical Society.

In memory of **Stacey "Goose" Griffin** Gridiron Genius by Michael Lombardi given by Adam and Julie Doody.

In memory of **Louise McCall** a gift to the memorial fund from Laura, Aaron, Mason, and McCall Turner.

In memory of **Elizabeth Sines** Woodland Creatures by Emily Boone given by Sarah and Isaac Sines.

In memory of **Helen Armstrong** a gift to the memorial fund from her family, George Seward, Noreen McIntosh, Jerry and Lesly McIntosh, Coleen and Ed Slater, Bridget and Michael Wolland, Rosco McIntosh and Scott and Sharon McIntosh

Proceeds from the Trunk or Treat event sponsored by McIntosh Law Office. The library was the chosen recipient.

In memory of **Louis Laforge** The Ride of My Life A Fight to Survive Pancreatic Cancer by Bob Brown given by Rinette Harrison.

In memory of **Tim Humphrey** Becoming by Michelle O'Bama, Saving Winslow by Sharon Creech, Gifted Hands Kids Edition The Ben Carson Story by Gregg Lewis, Inklings by Kenneth Oppel, So B. It by Sarah Weeks, A Gentleman in Moscow by Amer Towles and Handcrafted: A Woodworker's Story by Clint Harp given by Jane Humphrey.

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Nov 2018	P	R	C	Dec 2018	P	R	C	Jan 2019	P	R	C
1	3	0	0	1	x	x	x	1	x	x	x
2	7	0	5	2	x	x	x	2			
3	x	x	x	3				3			
4	x	x	x	4				4			
5	15	0	14	5				5	x	x	x
6	19	0	19	6				6	x	x	x
7	16	0	6	7				7			
8	7	0	3	8	x	x	x	8			
9	6	0	3	9	x	x	x	9			
10	x	x	x	10				10			
11	x	x	x	11				11			
12	x	x	x	12				12	x	x	x
13	13	0	17	13				13	x	x	x
14	5	0	1	14				14			
15	7	0	4	15	x	x	x	15			
16	4	0	10	16	x	x	x	16			
17	x	x	x	17				17			
18	x	x	x	18				18			
19	13	0	8	19				19	x	x	x
20	17	0	6	20				20	x	x	x
21	8	0	13	21				21	x	x	x
22	x	x	x	22	x	x	x	22			
23	x	x	x	23	x	x	x	23			
24	x	x	x	24	x	x	x	24			
25	x	x	x	25	x	x	x	25			
26	15	0	20	26				26	x	x	x
27	3	0	6	27				27	x	x	x
28	15	0	2	28				28			
29	7	0	1	29	x	x	x	29			
30	7	0	0	30	x	x	x	30			
				31				31			
Total	187	0	138	Total				Total			

Expense Summary Report

Department(s): 70
November

Account	Budget Net	- C U R R M O N T H - Debits Credits		YTD Net	Unexpended Balance	Percent Spent
70 - Library	50,132.00	3,918.02	0.00	41,983.89	8,148.11	83.75
01 - Salary	37,252.00	2,788.12	0.00	30,252.12	6,999.88	81.21
16 - Librarian	21,160.00	1,620.00	0.00	17,091.00	4,069.00	80.77
17 - Asst. Lib. <i>w/ go ^{to} bill. 00</i>	1,450.00	0.00	0.00	1,170.00	280.00	80.69
90 - Health	12,700.00	1,044.20	0.00	10,442.00	2,258.00	82.22
92 - Medi	340.00	23.48	0.00	264.72	75.28	77.86
93 - SS	1,450.00	100.44	0.00	1,132.18	317.82	78.08
94 - Unemp.	25.00	0.00	0.00	25.00	0.00	100.00
95 - Work. Comp.	127.00	0.00	0.00	127.22	-0.22	100.17
02 - Utilities	4,275.00	320.73	0.00	3,148.22	1,126.78	73.64
01 - Electric	1,000.00	66.18	0.00	772.28	227.72	77.23
02 - Heat	2,500.00	191.36	0.00	1,743.76	756.24	69.75
05 - Water/Sewer	775.00	63.19	0.00	632.18	142.82	81.57
03 - Comm.	380.00	0.00	0.00	291.52	88.48	76.72
03 - Telephone	380.00	0.00	0.00	291.52	88.48	76.72
04 - Maintenance	725.00	17.50	0.00	990.11	-265.11	136.57
01 - General	500.00	0.00	0.00	815.11	-315.11	163.02
07 - Garbage	225.00	17.50	0.00	175.00	50.00	77.78
05 - Supplies	550.00	147.49	0.00	677.06	-127.06	123.10
01 - General	100.00	147.49	0.00	147.49	-47.49	147.49
02 - Office	200.00	0.00	0.00	317.94	-117.94	158.97
05 - Library Sup.	250.00	0.00	0.00	211.63	38.37	84.65
08 - Admin. Costs	6,650.00	610.44	0.00	6,428.45	221.55	96.67
02 - Dues/Subs.	500.00	155.99	0.00	405.99	94.01	81.20
04 - Postage	100.00	0.00	0.00	50.00	50.00	50.00
05 - Training	100.00	0.00	0.00	0.00	100.00	0.00
09 - Lib.Allow.	4,250.00	454.45	0.00	4,282.46	-32.46	100.76
14 - Tech. Sup.	1,700.00	0.00	0.00	1,690.00	10.00	99.41
99 - Misc.	300.00	33.74	0.00	196.41	103.59	65.47
03 - Events/Activ	300.00	33.74	0.00	196.41	103.59	65.47
Final Totals	50,132.00	3,918.02	0.00	41,983.89	8,148.11	83.75

Book store monies w/ go in Friends of the Library