

Washburn Memorial Library Board
September 12, 2024 at 4:30pm

Agenda

* Hallway Candy
* Donated Peary
* \$10.00 Lib/Town Office
* How to Age Disgracefully
* New Line
* Spoon Staler

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

Old Business

- August Festival Update *Go back to baskets next year.*

New Business

- Getting library info to schools
- Trunk or Treat *Laurie Candy by 15th of Oct. (Sat. 2-4:00)*
- Latest reads to share
- Other New Business
- Date of the next meeting – October 10th, 2024 at 4:30pm
- Adjournment

* Candles Oct. 18
\$30.00

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

June 13, 2024

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

Chairperson Christina Maynard called the meeting to order at 4:30 PM.

Christina asked Donna if she would be willing to speak with Damien about staying on the library board during his senior year.

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 reported the library needs to be operating at 33% or less on the budget, which it is. There are a few accounts over budget, such as Maine State Retirement, electricity and heating. She is not concerned about this.

Library Director's Report: Cara reported on the May circulation numbers. There were 460 items checked in, 457 items checked out and 56 items renewed.

One memorial donation was made in May. Eugene and Londa Brown donated *Big*, by Vashti Harrison, in memory of Philip Vance.

The library was awarded an AARP microgrant for \$2500. The HomeFit Grant is to assist people 55 and older with resources to help improve safety in the home. Funds will be available to purchase items such as safety railings, grab bars, motion nightlights, rug tape, etc. Recipients of these funds need to attend 1 of 2 educational meetings Cara will hold. The grant begins in July and runs until December. The hope is to help residents in

Perham, Wade and Washburn by promoting safe homes as well as encourage new faces to visit the library.

The grant will be advertised on Facebook, the library website, the town sign, as well as with paper flyers. Participants will also receive a goody bag from AARP. Cara has upcoming meetings with grant representatives to get further details.

Cara originally applied for this grant because of her experience trying to make her grandmother's new apartment senior friendly. Londa commented on how this compliments the library's mission of community service. Londa mentioned that the National Library of Medicine has a wealth of information about topics related to safety.

During the August Festival the library will be open from Tuesday, August 13, until Saturday, August 17. The book sale, Fudge & Fiction, will run during that time. Instead of purchasing fudge for the fundraiser perhaps board members would be willing to make fudge. A sign-up sheet was circulated for interested people to sign up.

On Friday, August 16, artist Michael Albert will be at the library from 9 to 5. He is scheduled to work with 2 groups, kiddos from Toddler Time and a homeschool group. Other than those 2 times he will be available to work with anyone who stops in.

Information regarding his availability will be included in the August Festival Schedule of Events flyer. All information should be given to Donna by the end of July at the latest.

Cara will be on medical leave for a few weeks in June and July.

Sue suggested that perhaps if people were given a bag to fill at the Fudge & Fiction book sale it would help with increasing the number of books sold. Perhaps the cost per bag should be \$5 or a donation.

The best way to ensure fudge is available for the entire book sale would be to stagger when people drop off their batches of fudge. Perhaps community members might also be willing to make and donate fudge for the fundraiser as well.

Jerry Folden recently visited the library to discuss a donation to purchase benches in memory of Harold Marr. Two benches at the back of the library would make a nice addition. Cara is looking at benches from Treetop Products, the business where Londa purchased the bench located at the front of the library.

Children's Librarian's Report: Courtney reported on the latest painting class held for Marcie's rec ladies. Laurie Blackstone led the class where participants painted daisies in a mason jar.

The latest Toddler Time had between 25 and 30 kiddos working on the theme of Mr. Potato Head. The Toddler Time kiddos also planted the flower beds located at the back of the library. A neighborhood dog helped rearrange a few flowers, but Courtney has since straightened out the beds.

The summer reading program, titled Read, Renew, Recycle, will run the last 4 weeks of July. A spotlight will be on nature and strange animals. This program is aimed at children of all ages.

The flower beds at the front of the library have been tended by Ed and Laurie. Ed plans to bring some more mulch soon.

Londa is scheduled to maintain the flowers for the month of July.

Donna originally thought the local Girl Scout Troop would fill the flower boxes at the front of the library. This didn't work out. Donna has purchased the flowers and will take the boxes home to fill them.

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

The next board meeting will be held September 12, 2024, at 4:30 PM.

Bev made a motion to adjourn the meeting. Sue seconded the motion, so voted. The meeting was adjourned at 5:07 PM.

Expense Summary Report
Department(s): 70
August

Account	YTD Budget	--- Y T D ---		Unexpended Balance	Percent Spent
	Net	Debits	Credits		
70 - Library	94,434.00	55,961.99	457.68	38,929.69	58.78
01 - Salary/Benefits	77,331.00	45,458.29	403.70	32,276.41	58.26
11 - Highway Crew	0.00	403.70	403.70	0.00	---
16 - Librarian	34,400.00	19,833.60	0.00	14,566.40	57.66
17 - Children's Librarian	21,750.00	12,312.89	0.00	9,437.11	56.61
90 - Health Insurance	14,800.00	8,575.00	0.00	6,225.00	57.94
91 - Maine State Retirement	1,825.00	1,732.99	0.00	92.01	94.96
92 - Medicare	840.00	463.70	0.00	376.30	55.20
93 - Social Security	3,560.00	2,000.42	0.00	1,559.58	56.19
94 - Unemployment Compensation	31.00	30.17	0.00	0.83	97.32
95 - Workers Compensation	125.00	105.82	0.00	19.18	84.66
02 - Utilities	5,460.00	2,991.43	0.00	2,468.57	54.79
01 - Electricity	2,000.00	1,097.83	0.00	902.17	54.89
02 - Heat	2,500.00	1,341.35	0.00	1,158.65	53.65
05 - Water & Sewer	960.00	552.25	0.00	407.75	57.53
04 - Maintenance	1,150.00	284.15	0.00	865.85	24.71
01 - General	750.00	121.65	0.00	628.35	16.22
07 - Garbage Disposal	400.00	162.50	0.00	237.50	40.63
05 - Supplies	1,000.00	543.78	0.00	456.22	54.38
01 - General	200.00	157.18	0.00	42.82	78.59
02 - Office	200.00	200.20	0.00	-0.20	100.10
05 - Library Supplies	600.00	186.40	0.00	413.60	31.07
06 - Equipment	100.00	185.09	53.98	-31.11	131.11
01 - Equipment	100.00	185.09	53.98	-31.11	131.11
08 - Administrative Costs	8,393.00	5,307.83	0.00	3,085.17	63.24
02 - Dues & Subscriptions	500.00	529.34	0.00	-29.34	105.87
04 - Postage	68.00	0.00	0.00	68.00	0.00
05 - Training	400.00	354.32	0.00	45.68	88.58
09 - Library Allowance	5,500.00	2,665.27	0.00	2,834.73	48.46
14 - Technical Support	1,925.00	1,758.90	0.00	166.10	91.37
99 - Miscellaneous	1,000.00	1,191.42	0.00	-191.42	119.14
03 - Special Events/Activities	1,000.00	1,191.42	0.00	-191.42	119.14
Final Totals	94,434.00	55,961.99	457.68	38,929.69	58.78

Maybe able to bump this up.

Financials - September 12, 2024

Memorial Books - Reserve Account

Balance as of 01/31/2024 - Reserve Account		\$ 2,925.25
Misc. Donations		\$ 323.09
Memorial Purchases: 02/01 - 09/12	\$ (3,231.37)	
Balance 09/12/24		\$ 16.97

Miscellaneous Donations - Reserve Account

Balance Forward 02/01/2024		\$ 35.35
Miscellaneous Donations		\$ 120.00
Purchases: 02/01-09/12	\$ (121.01)	
Balance 09/12/24		\$ 34.34

Ye Olde Book Shoppe - Special Revenue Fund

Balance Forward 02/01/2024		\$ 449.62
Income from sale of books		\$ 664.46
Purchases: 02/01-09/12	\$ (849.72)	
Balance 09/12/24		\$ 264.36

King Grant 16 - Special Revenue Fund (Both Combined)

Balance Forward 02/01/2024		\$ 1,492.78
Purchases: 02/01-09/12	\$ (1,190.37)	
Balance 09/12/24		\$ 302.41

Friends of the Library - Checkbook

Balance -02/01/2024		\$ 1,206.39
Deposits 02/01-09/12		\$ 1,024.92
Purchases: 02/01-09/12	\$ (1,070.92)	
Interest 02/01-09/12		\$ 16.90
Balance 09/12/24		\$ 1,177.29

Library Projects

Balance - 02/01/2024		\$ 566.41
Balance 09/12/24		\$ 566.41



Christina Maynard <luvtoread514@gmail.com>

Director's Notes: July & August 2024

1 message

Washburn Memorial Library <washburnmainelibrary@gmail.com>

Tue, Sep 10, 2024 at 9:34 AM

To: "Washburn Memorial Library (Cara)" <washburnmainelibrary@gmail.com>

Bcc: luvtoread514@gmail.com

Good morning,

Meeting Info: September 12th, 2024 @ 4:30pm in person

July & August Items Circulation Stats (total):

795 Checked In / 769 Checked Out / 81 Renewed

July & August Memorials & Donations:

Aroostook Agency on Aging purchased the following books in memory of Linda Nadeau and her love for quilting:

Time Saving Quilts, by Annie's Quilting

Creative Scrap Quilting, by Editors at Fons & Porter's Books

- Two benches outside (located downstairs), donated by Jerry Folden, in memory of Harold Marr.

James and Lori McKeen donated the following children's books in memory of Donald Peary:

The Yellow Bus, by Loren Long

Old Friends, by Margaret Aitken

Marsupial Sue Presents... by, John Lithgow

I'm a Manatee, by John Lithgow

A generous donation of new books was given to WML from the Shackelford Family:

- The Tuttle Twins (12 book series), by Conor Boyack
- The Tuttle Twins, Choose Your Consequence (5 book series), by Connor Boyack
- Dinah Harris Mystery (3 book series), by Julie Cave
- The Dragons Among Us (6 book series), by Ted Dekker & Rachelle Dekker

- A generous donation was given by Jeff McBurnie.

AARP Grant:

- The \$2,500 microgrant, HomeFit Grant was a success! 27 participants received Home Fit Bags with over \$100 value of items + home safety educational

materials.

- This grant specifically focuses on community members 55+, providing education and home modification resources for a healthy, safe home environment.
Examples: Safety railings, grab bars, non-slip rug tape, motion-sensory area lighting, security alarms, shower adhesive non-slip treads, and more.

August Fest Summary:

- Head count for the weekend: Friday = 65 + 51 Artist event and Saturday = 30. **Total = 146 people**
 - Book Sale = \$463
 - Fudge Sale = \$242
 - **Total = \$705**

Though this year's offerings did not bring in as many people as year's past (with the raffle baskets), it was a nice change of pace to try something different! A big THANK YOU to everyone for your support by making fudge, lending a hand, and being part of our weekend!

Upcoming:

- National Read a Book Day & Library Card Signup Month - To celebrate, we are offering two baskets of books raffles (adult & children) to the public (it's free)!
- National Coffee Day - To celebrate, we will be offering complimentary coffee, cookies, and bookmarks to patrons Sept. 24th - 27th.
- Harvest Day with Marcie's Ladies - A harvest craft (Courtney) and a nutrition talk (Cara) on Sept. 26th.
- Garlic Kits (how to grow) - October is National Garlic Month, so I will be creating grow-your-own-garlic kits.
- Technology class - Taught by Crystal Tilley from Digital Equity. I am meeting with her today to discuss details. *Oct. 7 @ 10:00*
- Toddler Time - Continues on Wednesdays.
- Homeschooling Group - Fridays starting Sept. 20th.
- On the table for consideration in October - Candle making class and Yoga class.

Any questions, you know where to find me, 😊

Cara

Cara Miller
Library Director, Washburn Memorial Library
Certified Nutritionist and Health & Wellness Coach
Certified Health Education Specialist (CHES)
Certified Yoga Instructor
<https://www.washburnlibrary.com>

*Cloud Lib.
Linda - class
for teachers
Oct 17*