

Next Meeting
April 7, 2015
Tues

Washburn Memorial Library
Board of Trustees Meeting
February 3, 2015 5:00 pm

Members in attendance: Rita Kingsbury, Linda Bourgoine, Bev Turner, Laurie Blackstone, Christina Maynard, Gary Cole, Charlotte Griffin and Lois Walton.

Secretary's report:

Laurie read the minutes from the January meeting. Gary moved to accept and Christina seconded. Motion carried.

Librarian's report:

Lois handed out a written report. It included statistics from January 2015 and the year 2014.

Storytime was a success. Three little ones and their respective adults showed up. There were lots of stories about snow and many games.

Lois completed the annual report for the State. There were 619 ebooks taken out on Overdrive.

Michaela Bragg would like to do a project with middle-high school girls. She will monitor and have a book discussion with the girls. It is part of a class she is taking at UMPI.

Financial Report:

Bev and Lois worked on a budget to present to the town council. There is a \$9,454 increase due to added health insurance. The town budget meeting is February 9th.

Money was moved from the "fines and fees" into the "friends of the library" account just so it didn't end up in the general fund. The money may be needed for a new printer.

Rita moved to instruct Bev to propose this budget to the board as written. Christina seconded the motion and the motion carried.

Old Business:

We signed the bylaws and Bev will bring it to the town council on February 6th.

We looked at library behaviors policy (Code of Conduct). Lois updated the old policy. Gary moved that we accept the policy as written. Christina seconded. Motion carried.

The next storytime is in March and will be about Easter. April's will be about rain and mud.

The next meeting will be Tuesday, March 3, 2015 at 5:00 pm.

Gary motioned to adjourn at 6:00 pm and Charlotte seconded. Motion carried.

Respectfully submitted,

Laurie Blackstone

WASHBURN MEMORIAL LIBRARY REPORT – 2014

Libraries aren't just for books anymore. With the every increasing trend toward digital everything, Washburn Memorial Library is trying to keep up with these demands. Many days I would see vehicle tracks in the parking lot down back from folks taking advantage of the free internet connection that one can tap into day or night. People sit at the computers filling out job applications, checking Facebook, checking their email, playing computer games, participating in college classes, doing research, printing mailing labels and using the online catalog.

This was the first full year that the library has been heated with propane. The new furnace has proven to be an economic success. The heating bill has been significantly reduced.

The refurbished downstairs including the meeting room which I call the King Room (the King Foundation provided the money for it's rehab) has seen lots of activity throughout the year. On Fridays throughout the winter a group of ladies would meet there to knit. Also on Fridays once a month a book club met there. In February, Mrs. Skinner's kindergarten class came for a story and craft time with Jackie Pribble. There were twenty children and three adults, all with hearts aflutter to be hearing about Valentine's Day. In April another story time was held which Desiree Calkins facilitated. The children had a good time hearing about Easter and making some cute paper plate crafts. In May Desiree held another story time in which four children participated. During August Festival the King Room was active once again with an author signing. Noelle Carle signed her new book "Waiting For Wren" and visited with folks who were in town for the festival. Meanwhile upstairs, Deb Hoyt displayed her beautiful quilts for all to enjoy.

In March the youngest of the Boy Scouts groups came to visit the library as part of earning one of their badges. The fifth grade class from Cornerstone Christian Academy came to visit the library and have a chance to work on the iPads.

In April Linda Bourgoine brought the 6th and 7th grades to the library to get library cards and to learn about Overdrive which is an application they all have on their iPads.

In June eight children signed up to take part in the Summer Reading Program called Fizz Boom Read. A self directed program where each child determined how many books they would read during the summer and signed a contract with the librarian in exchange for a free book at the end of the summer. Brittany Hernandez volunteered for the summer and diligently worked to get the children's section shelved properly. Thanks Brittany.

The iPads continue to be a source of instruction and entertainment for all who access them. Many children have used them throughout the year. They can practice their letters and numbers, build monsters, learn about the states, test their knowledge with the DK Quiz, take a trip to the North Pole, put puzzles together, practice spelling and make up stories.

Memorials for 2014

In memory of **Carmen Charette** Leaving Time by Jodi Picoult given by Gary and Louise Cole.

In memory of **Elizabeth Sines** I'd Know You Anywhere, My Love by Nancy Tillman given by Bob, Sarah and Isaac Sines.

In memory of **Lila Martin** a wreath for the door given by Harold Marr.

In memory of **Dorothy Phelan** money for the purchase of a book given by Art and Charlotte Griffin.

In memory of **Tim Humphrey** Glow, Spark and Flame by Amy Kathleen Ryan, Glory Riders and Borden Chantry by Louis L'Amour, High Wild Desert and Jackpot Ridge by Ralph Cotton and The Lawless West by Louis L'Amour, Zane Grey and Max Brand given by Jane Humphrey.

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

In memory of **Jessie and Jeremy Fox** Little Blue Truck Leads the Way by Alice Schertle, Duck in the Truck by Jez Alborough and shaker eggs for story time given by Rita Kingsbury.

Honor Books for 2014

In honor of **Donna Netzer** Benjamin's Story: Autism in Our Home by Donna Netzer given by Donald and Karen Flewelling.

Gifts to Washburn Memorial Library

From Mr. Frank LaSeta(friend of Erwin and Ellen Flewelling) a television stand.

From the Washburn Pentecostal Church VHS copies of:

Veggie Tales The Star of Christmas
Veggie Tales Lyle the Kindly King
Veggie Tales Ultimate Silly Song Countdown
Veggie Tales The Wonderful World of Auto-tainment
Veggie Tales Josh & the Big Whale
Veggie Tales King George & the Ducky
Veggie Tales The Ballad of Little Joe
Veggie Tales Madam Blueberry

From TEI Landmark Audio:

Afraid to Die by Lisa Jackson

Close Your Eyes by Iris Johansen

Courageous by Diana Palmer

Home Front by Kristin Hannah

The Innocent by David Baldacci

Kill Shot by Vince Flynn

Last to Die by Tess Gerritsen

Love in a Nutshell by Janet Evanovich and Dorien Kelly

The Panther by Nelson DeMille

The Bourne Imperative by Eric Van Lustbader

Stay Close by Harlan Coben

Victims by Jonathan Kellerman

You Don't Want to Know by Lisa Jackson

From Beverly Turner

Don't Forget, God Bless Our Troops by Jill Biden

Roly-Poly Egg by Kali Stileman

Levi Strauss Gets a Bright Idea by Tony Johnston

Infamous by Lauren Conrad

Island of Shadows by Erin Hunter

The Sun Trail by Erin Hunter

Circulation Statistics By Patron Report Class : 01/01/2015 to 01/31/2015

Patron Report Class	Checked In	Checked Out	Renewed	Booked
Non-Resident Adult	7	7	6	0
Non-Resident Juvenile	9	1	7	0
Resident Adult	206	220	46	0
Resident Juvenile	27	13	19	0
Staff	7	7	0	0
Teacher	0	4	0	0
Total	256	252	78	0

Overdrive

Next Mtg March 3rd @ 5:00

Circulation Statistics By Item Report Class : 01/01/2015 to 01/31/2015

Item Report Class	Checked In	Checked Out	Renewed	In-House Use	Booked
000 - 099	0	0	0	0	0
100 - 199	0	0	0	0	0
200 - 299	4	5	1	0	0
300 - 399	2	3	3	0	0
400 - 499	1	1	0	0	0
500 - 599	0	2	2	0	0
600 - 699	6	7	1	0	0
700 - 799	4	5	2	0	0
800 - 899	0	0	0	0	0
900 - 999	12	6	4	0	0
Audio Book	8	10	1	0	0
Biography	1	1	0	0	0
Collective Biography	0	0	0	0	0
Computers	0	0	0	0	0
Easy Book	65	48	19	0	0
eBook	0	0	0	0	0
Fiction	69	79	26	0	0
J Audio Books	0	0	0	0	0
J Biography	1	0	1	0	0
J Collective Biography	0	0	0	0	0
J Fiction	4	5	7	0	0
J Non-Fiction	5	1	3	0	0
Kit	0	0	0	0	0
Magazine	0	0	0	0	0
Reference	0	0	0	0	0
Undefined	9	9	2	0	0
Video	65	70	6	0	0
Total	256	252	78	0	0

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

2251487

Patrons | Computer Usage

Reference

Custom Budget Report

Expense

	2013 Budget	2013 Actual	2014 Budget	2014 Actual	²⁰¹⁵ 2016 Initial
Dept: 70 Library					
Salary/Benefits					
01-16 Librarian	22,200.00	21,288.00	21,160.00	20,380.00	21,160.00
01-17 Assistant Librarian	2,000.00	1,360.00	2,000.00	888.25	1,600.00
01-90 Health Insurance	0.00	0.00	0.00	1,763.86	10,715.00
01-91 Maine State Retirement	700.00	325.04	0.00	0.00	0.00
01-92 Medicare	355.00	331.75	340.00	307.20	330.00
01-93 Social Security	1,505.00	1,418.07	1,440.00	1,312.43	1,415.00
01-94 Unemployment Compensation	130.00	64.00	126.00	8.00	100.00
01-95 Workers Compensation	113.00	113.00	117.00	117.00	117.00
Salary/Benefits	27,003.00	24,899.86	25,183.00	24,776.74	35,437.00
Utilities					
02-01 Electricity	1,100.00	915.89	1,100.00	995.47	1,100.00
02-02 Heat	3,900.00	2,909.99	3,600.00	2,885.77	3,000.00
02-05 Water & Sewer	775.00	758.28	775.00	758.28	775.00
Utilities	5,775.00	4,584.16	5,475.00	4,639.52	4,875.00
Communications					
03-03 Telephone	300.00	333.84	300.00	251.07	300.00
Communications	300.00	333.84	300.00	251.07	300.00
Maintenance					
04-01 General	700.00	496.56	700.00	503.45	500.00
04-07 Garbage Disposal	225.00	223.00	225.00	210.00	225.00
Maintenance	925.00	719.56	925.00	713.45	725.00
Supplies					
05-01 General	100.00	14.33	100.00	32.23	100.00
05-02 Office	250.00	234.60	250.00	238.08	250.00
05-05 Library Supplies	250.00	174.50	250.00	273.22	300.00
Supplies	600.00	423.43	600.00	543.53	650.00
Equipment					
06-01 Equipment	50.00	0.00	50.00	0.00	0.00
Equipment	50.00	0.00	50.00	0.00	0.00
Administrative Costs					
08-02 Dues & Subscriptions	250.00	250.00	250.00	250.00	250.00
08-04 Postage	100.00	71.00	100.00	100.00	100.00
08-05 Training	350.00	0.00	350.00	330.00	350.00
08-09 Library Allowance	3,250.00	2,692.03	3,250.00	3,359.24	3,250.00
08-14 Technical Support	0.00	0.00	1,700.00	1,690.00	1,700.00
Administrative Costs	3,950.00	3,013.03	5,650.00	5,729.24	5,650.00
Miscellaneous					
99-03 Special Events/Activities	300.00	104.67	300.00	211.79	300.00
Miscellaneous	300.00	104.67	300.00	211.79	300.00
Library	38,903.00	34,078.55	38,483.00	36,865.34	47,937.00

Budget Comm. mtg
2-9-15 @ 6:00

9,454 Inc.

The Board of Trustees has worked valiantly this year to try to take care of some building maintenance issues. We are still looking for someone to fix and or replace the steps in front of the building and add railings. The building will receive gutters in the spring of 2015. We are talking with a gentleman about the cleaning of the siding, which hopefully with also happen in the spring of 2015.

One hundred sixteen new patrons were added to the roster here at Washburn Memorial Library this year making the total amount of patrons 1,362. With 3,291 visits to the library this year we averaged 275 visits per month. 2,430 items were checked out of the library this year. The Food For Fines program continues which enables the library to get its items back without patrons being severely fined. The most popular adult books this year were Gone Girl by Gillian Flynn and Her Mother's Hope by Francine Rivers. The most popular movie taken out from the library this year was Yogi Bear. The most popular children's books were Frozen by Bill Scollon and The Cat at Night by Dahlov Ipcar. In teen books the most popular book was Twilight by Stephanie Meyer.

Thank you to the Board of Trustees and Beverly Turner for making my first full year such a success. Thank you to Gary Cole for once again maintaining the flower boxes, they as usual were beautiful.

Respectfully submitted,

Lois Walton