

# Washburn Memorial Library Board

April 11, 2024 at 5:00pm

## Agenda

National Library Week April 7-13

Pre of Girls

*ntopwheeler@gmail.com*

- 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

*PO*

- Welcome new Board member, Tiffany Wheeler
- Forwarded email from Londa
- Flower beds (May-Aug)
- Board elections Pres V. Pres. Sec.
- Latest reads to share
- Date of the next meeting – May 9, 2024 at 4:30pm
- Adjournment

*may - Laurie*

*June - Ed  
July - Londa  
Aug - Sue  
Sept - Donna*

*The Little War - Mitch  
The Women - Kristin Hannah*

### Current Board Members:

Appointed Annually:

Perham

Bev Turner – [townclerk@washburnmaine.org](mailto:townclerk@washburnmaine.org)

### Appointed for 3-yr terms by Washburn Town Council:

Expiring 2024

Sarah Sines – [ssines@msad45.net](mailto:ssines@msad45.net)

Expiring 2025

Sue Brown – [suebrown11@gmail.com](mailto:suebrown11@gmail.com)

Londa Brown – [libbrown625@hotmail.com](mailto:libbrown625@hotmail.com)

Expiring 2026

Laurie Blackstone – [blackstonehome@hotmail.com](mailto:blackstonehome@hotmail.com)

Christina Maynard – [lvtoread514@gmail.com](mailto:lvtoread514@gmail.com)

Ed Jarrell – [edjarrell@hotmail.com](mailto:edjarrell@hotmail.com)

Town Manager – Donna Turner – [townmanager@washburnmaine.org](mailto:townmanager@washburnmaine.org)

WML Library Director – Cara Miller – [washburnmainelibrary@gmail.com](mailto:washburnmainelibrary@gmail.com)

WML Children's Librarian – Courtney Howe – [courtneyjeanhowe@gmail.com](mailto:courtneyjeanhowe@gmail.com)

WML Email – [wml.me.1290@gmail.com](mailto:wml.me.1290@gmail.com)

*Tell the Wolves  
The Home  
(Brunt)*

*Spencer  
Winter Garden - Kristin Hannah  
The Great Alone*

Washburn Memorial Library

March 14, 2024

Present: Londa Brown, Donna Turner, Cara Miller, Christina Maynard,  
Sarah Sines, Sue Brown, Ed Jarrell, Courtney Howe

Via Zoom: Bev Turner, Laurie Blackstone

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

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

Financial Report: The budget meeting will be this upcoming Tuesday night. An accurate library budget will be available after the budget meeting.

Library Director's Report: There are several possible items to consider using the Umphrey donation to purchase, such as a chair or a materials rack for brochures. Cara has 2 racks in mind, but will probably choose a 1-sided, tall rack to fit the space.

The February circulation numbers were: 336 items checked in, 347 items checked out and 41 items renewed.

The book locker is now ready for use. Perhaps a combination lock might be the easiest way to lock the unit. Combination locks are easy to use, the codes are easily changed and they are rather inexpensive to purchase.

February saw just a few memorials and donations. The audiobooks and DVDs have been removed from the collection, freeing up needed shelf space. The large print selection is now housed in that area.

Other items that have been weeded from the library's collection include old books in poor shape and books that have not been checked out in years.

Cara and Courtney are working to purchase books needed to complete several popular series.

A Microsoft 365 subscription has been purchased and installed, including on the public laptop.

Two Wyze security cameras have been set up inside the library. Adam Doody will install 2 exterior cameras in the near future.

Books & Brews Social Hour continues with 6 to 8 participants who gather to discuss the literature they are enjoying.

The Teatime Book Club meets virtually. Participants are reading *The Secret Life of Sunflowers*, by Marta Molnar.

In honor of National Color Therapy Month the library is offering youth and adult coloring sheets.

The Spring Yoga Series begins March 19th. Chair Yoga meets on Tuesdays at 9:00 AM and Power Yoga meets on Thursdays at 9 AM.

Children's Librarian's Report: Lavina Corey held a painting class with 7 participants. Courtney prepared tea and desserts for the participants.

Toddler Time continues, with an Easter party planned for the upcoming week.

Money donated from the Methodist Ladies was used to purchase a bulletin board. A plaque will be added with this information.

One hundred twenty-five solar eclipse kits were sold in place of the monthly craft kits.

Tiffany Wheeler has agreed to join the library board, representing Wade.

Courtney will be attending the Maine State Library's Reading Round Up conference to be held in May.

Old Business: The fundraiser dessert auction will be Saturday, March 23. Donated desserts need to be dropped off at the high school by 4:00 PM on that day.

New Business: A brief discussion was held on chapters 15, 16 and 17 from the Maine Trustee Handbook. Chapter 15 includes information about community donations. Sue commented on times when a donation is offered in support of something an organization is not currently collecting money for.

There is a local woman offering to donate materials to the library to create an archival cabinet. She does have some stipulations with this donation that may hinder the library's ability to manage the offered donation. The Maine State Library may be able to offer advice and/or assistance with this endeavor.

Londa commented about the costs of running a library, from purchasing books to restocking office supplies. Donations and memorials help tremendously. Cara and Courtney work hard to pinch pennies where they can to help keep the library running smoothly.

Library elections will be held in March. Our next meeting will be Thursday, April 11 at 5:00 PM. A time change is needed to accommodate a few schedules.

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

The next board meeting will be held April 11, 2024, at 5:00 PM.

Londa made a motion to adjourn the meeting. Sue seconded the motion, so voted. The meeting was adjourned at 5:03 PM.

In the March/April issue of [American Libraries](https://americanlibrariesmagazine.org/2024/03/01/working-hand-in-hand/), Library Consultant Audrey Barbakoff and Associate Professor Noah Lenstra discuss the importance, process, and benefits of community-led planning for libraries <https://americanlibrariesmagazine.org/2024/03/01/working-hand-in-hand/> .

### **What is community-led planning?**

Libraries have often addressed program planning through a variety of less-than-effective ways, including guessing what patrons want, taking suggestions by a few active users, and offering any programs they could to see if it attracts attendees. Instead, the authors of [12 Steps to a Community-led Library](#) recommend first meeting community members where they are (especially those from marginalized populations), discussing their needs and goals, and then including them in the development and offering of library programs and services. This approach to program planning can be a bit more challenging but most rewarding and beneficial to both the community and the library itself, as the relationship building that occurs develops more innovative and relevant programs while building stronger overall library support.

### **Why this approach?**

This planning method is more inclusive and intentional, making certain that library programs are relevant to the audiences they target. It guides decision-making in a way that ensures diverse voices are heard and invited to collaborate. Above all, this inclusive approach helps the library build capacity to fulfill its mission through cultivating more engagement and support from previously overlooked segments of the community. For example, want more usage and support from teens? Invite them to help develop teen programs. Want more financial support from multicultural community members at municipal budget time? Reach out and invite them to lead a bilingual storytime or do an ethnic cooking demonstration. Then ask them to help organize a program around a topic of interest to their group. Good libraries ask community members what they want or need but exceptional libraries also involve community members in the planning and implementation.

### **How to accomplish it?**

1. Prioritize DEI (diversity, equity, and inclusion).
2. Focus on educating around concepts that will help people understand issues (civics, childhood trauma, child development, immigration, environmental health, etc.)
3. Connect programming to community goals and aspirations.
4. Facilitate an understanding of open-mindedness, continued learning, and big-picture thinking.
5. Ensure a non-threatening environment for learning and creativity.

6. Take some time to reflect on the effectiveness of the programs that have been offered so far and think about how to address identified shortfalls and gaps. Adjust services or marketing to increase relevance and attendance by the target audience.
7. Hire and train staff on interpersonal skills and cultural humility.
8. Build on prior experience and staff expertise.
9. Visit with other community orgs and learn about their work and goals. Build relationships and partner with them on common goals.
10. Provide time, autonomy, and flexibility for staff to cultivate new relationships.
11. Empower everyone in the organization to contribute to relationship building and collaborate on program development.
12. Measure what matters to the community using data and stories. These key measures will be important to present when proposing your next budget to funders and mobilizing advocates for support in a crisis.

Whether you use this approach for strategic planning or program planning, by establishing collaborative relationships with various community groups (teens, business entrepreneurs, veterans, young mothers, immigrants, people with disabilities, the unhoused, etc.) and inviting them to actively participate in the development and running of programs and services, the library can tap into their special expertise and skills in programming for diverse target audiences, ensuring the library remains relevant to all in the community and builds the library's capacity to sustain its operations and mission.

Have fun meeting new neighbors and gaining more library advocates, Deb

### **Other resources for community-led planning:**

Community-led Planning at the Public Library

<https://infobase.com/blog/community-led-planning-at-the-public-library/>

Community-led Toolkit at Edmonton Public Library

<https://ep1.bibliocms.com/wp-content/uploads/sites/18/2015/08/EPL-Community-Led-Toolkit-Final-EXTERNAL-Web.pdf>

Community-led Libraries Toolkit (Canadian, in-depth)

<https://www.vpl.ca/sites/default/files/Community-Led-Libraries-Toolkit.pdf>

## DIRECTOR'S NOTES: MARCH 2024

### March Items Circulation Stats:

439 Checked In / 461 Checked Out / 48 Renewed

### March Memorials & Donations:

- Jacqlyn O'Clair gave a generous donation in memory of her husband, Calvin O'Clair and son, Eric Thibodeau:
  - A Calamity of Souls, by David Baldacci
  - Endurance of Wildflowers, by Micaela Smeltzer
  - The Great Divide, by Cristina Henriquez
  - The Road to Dalton, by Shannon Bowring
  - The Moscow Vector, by Robert Ludlow
  - The Book That Broke the World, by Mark Lawrence
  - The Flames of Hope, by Tui Sutherland
  - The Ballad of Never After, by Stephanie Garber
  - Keeper of Lost Cities: Legacy (#8) and Flashback (#7), by Shannon Messenger

### Updates:

- **April 7th - 13th is National Library Week!** We are celebrating with a fun (and free) basket raffle filled with - Travel mug, tea, coffee, snacks, stationary, puzzles, candles, and books of course! All visitors of the library can enter the raffle. We will draw the winner on May 1st.
- **Book Clubs-** Reading this month for Teatime Book Club (virtual): *The Henna Artist*, by Alka Joshi
- **Books & Brews Social Hour** - Monthly gathering to chat about what we're reading. Average attendance is 6 - 8 people.
- **Spring Yoga Series-** Chair Yoga on Tuesdays @ 9am = 13 attendees. Power Yoga on Thursdays @ 9am = 8 attendees.
- **Seed Library is now OPEN!**

### Sharing about a recent webinar I attended:

Are libraries becoming obsolete? NO! However, with the rise of the digital age, generations facing cyber/device addiction, libraries need to be more creative than ever to engage their communities and have sustainable patron retention. This webinar covered ways to engage your community, sharing ideas and short testimonials of what other libraries have tried.

#### Ideas shared:

Children's activity & storytime

Story walks

Community garden/raised beds/gardening classes

Painting classes (paint and sip)

Technology classes

Soap making and other craft classes

Seniority groups

Tickets to museums

Seed Sharing Library

Exercise classes

Virtual classes or clubs

Book clubs

Book fairs

Board games, cribbage clubs

Knitting/quilting groups

Resume building workshop

Author's reading/book signing

Writers group

Notary services

State Park Passes

Passports

Household tools lending library. Some libraries offer tool lending libraries so you can borrow the gear you need for home repairs, landscaping, and more. Obviously, a grant would be necessary for such a service.

\* Courtney & I do our best to engage our community and think "outside the library box" to encourage people to visit our library and take advantage of our services. I was happy to see that half of the ideas shared (listed above), we've offered at our library. We are always open to new ideas and talking with our patrons/community members about

their interests. It is one of the main ways that we grow!



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

- *A Calamity of Souls*, by David Baldacci <https://www.amazon.com/Calamity-Souls-David-Baldacci/dp/1538765020/>
- *The Great Divide*, by **Cristina Henriquez** [Amazon.com: The Great Divide: A Novel: 9780063291324: Henriquez, Cristina: Books](https://www.amazon.com/The-Great-Divide-A-Novel-9780063291324-Henriquez-Cristina-Books/dp/0063291324)
- *There, There*, by Tommy Orange [Amazon.com: There There: A novel: 9780525520375: Orange, Tommy: Books](https://www.amazon.com/There-There-A-novel-9780525520375-Orange-Tommy-Books/dp/0525520375)
- *When The World Goes Quiet*, by Gian Sardar [Amazon.com: When the World Goes Quiet: A Novel: 9781662518669: Sardar, Gian: Books](https://www.amazon.com/When-the-World-Goes-Quiet-A-Novel-9781662518669-Sardar-Gian-Books/dp/1662518669)
- *I Was Anastasia*, by Ariel Lawhon [Amazon.com: I Was Anastasia: 9781101973318: Lawhon, Ariel: Books](https://www.amazon.com/I-Was-Anastasia-9781101973318-Lawhon-Ariel-Books/dp/1101973318)

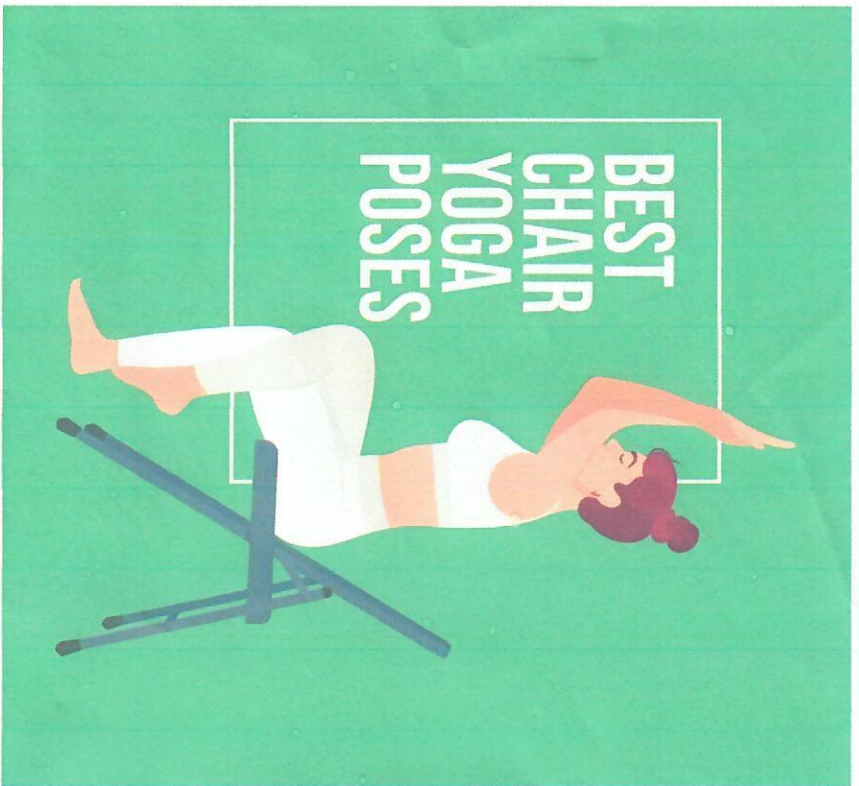
**Happy National Library Week!** Courtney & I appreciate each of you and all of the

support you give us and our treasured library!



Best, Cara





Chair Cat Pose  
Marjaryasana



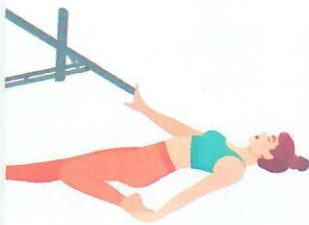
Chair Pigeon Pose  
Ardha Kopatasana



Chair Eagle Pose  
Garudasana



Thigh Stretch Pose



Chair Easy Spinal Twist Pose  
Matsyendrasana



Chair Extended Side Angle Pose  
Parivakonasana



Chair Downward Dog Pose  
Adho Mukha Svanasana



Chair Pigeon Pose  
Ardha Kopatasana



Chair Forward Bend Pose



Chair Cow Pose  
Bitilasana



Chair Shoulder Stretch  
Pose

