

Washburn Memorial Library Board
November 2, 2023 at 4:30pm

Agenda

- 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~~

- ~~Trunk or Treat – How did it go??~~

New Business

- Board continuing education – Maine Library Trustee Handbook – Chapters 7 & 8
- Londa
- Other New Business
- Latest reads to share
- Date of the next meeting – December 7, 2023 at 4:30.
- Adjournment

Current Board Members:

Appointed Annually:

Perham
Wade

Bev Turner – townclerk@washburnmaine.org
Heidi Silver – heidisilver@gmail.com

Appointed for 3-yr terms by Washburn Town Council:

Expiring 2024
Expiring 2025

Sarah Sines – ssines@msad45.net
Sue Brown – suebrown11@gmail.com
Londa Brown – libbrown625@hotmail.com
Laurie Blackstone – blackstonehome@hotmail.com
Christina Maynard – lvtoread514@gmail.com
Ed Jarrell – edjarrell@hotmail.com

Expiring 2026

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

Danielle

Washburn Memorial Library
October 5, 2023

Present: Sue Brown, Donna Turner, Ed Jarrell, Bev Turner, Christina Maynard, Courtney Howe, Londa Brown, Laurie Blackstone, Cara Miller, Sarah Sines, Heidi Silver via Zoom.

Chairperson Christina Maynard called the meeting to order at 4:28 PM.

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

Financial Report: Donna Turner reviewed the various account totals.

Cara Miller questioned Donna about when the library's budget should be spent. It is recommended that by the end of November as much of the budget as possible should be spent in order to finish out the year's accounts.

Donna noted the Maine Community Foundation balances, comprised of the Thompson Fund and the Randall Fund.

The library is currently functioning at projected levels at this time of the year.

The Washburn Rotary donated \$100 for the purchase of 2 cameras for the library. This donation will show up on next month's financial report.

Library Director's Report: Library Director Cara Miller reported out on the September circulation numbers. As the year comes to an end, perhaps an annual summary by genre might be valuable information.

Memorials: Elementary Principal Valeria Black donated 70 hardcover junior-fiction books to the library. Cara and Courtney are working to cover

and catalog the books so they may go into circulation. There are quite a few series included in the donation. Future book purchases might include the purchase of missing titles to complete some of the series. A thank-you card will be sent to Ms. Black.

September Highlights: Yoga classes are going well, with classes at maximum capacity.

Books & Brews Social Hour is going well with a cozy group of about 5 participants. After the last session, Cara sent an email to the participants informing them of which books from the discussions are available at the library.

The coffee tasting kits and pumpkin Jenga kits are sold out.

Courtney recently held a craft class.

Toddler time is continuing to draw quite a group of toddlers.

October Highlights: Mena Irving will host a painting class on October 16th from 6:00-8:00 PM. Mena will instruct participants on how to paint hydrangeas. Mocktails will be served. The cost will be \$45 per person. The cost of this class was set by Mena. Currently 6 people have signed up. Londa offered to help with the event, if needed.

October is STEM month. In honor of this, Courtney is going to make STEM kits for young patrons, free of charge.

On October 19 a representative from the library will travel to the high school to offer students a chance to sign up for library cards.

The Trunk or Treat event will be held at the elementary school on October 28.

Cara recently attended a public library's conference where she had the opportunity to attend many presentations and received a binder full of informational materials.

One of the discussions revolved around the need for public libraries to have book-banning policies in place. Book banning has increased by 40% from past years. Ed Jarrell questioned whether the book-banning issue was targeted more towards adults or children. It appears the issue of book banning is increasing for all age groups. Ed questioned if the library currently has books likely to be questioned. Cara reported there are a few books in the children's section that some parents might object to. To date, there have been a few instances where parents have gone to library staff to inform them of questionable books, but the interactions have been respectful.

Ed questioned what would be the next step after a book-banning form was completed and submitted to the library. The request would be presented to the board, who would use ALA criteria to determine the next steps.

Ed questioned whether books of a more graphic nature could be housed in a separate section. Bev questioned whether there is a rule about separating books this way.

Londa stated that librarians need to be aware of the books on the shelves and perhaps advise parents if books have sensitive topics, just so they are aware.

Courtney makes a habit of checking age levels and reading reviews when she is ordering books, in order to make informed purchases.

Another point from Cara's visit to the library conference involves what jobs library volunteers are legally able to perform. Legally, volunteers are not able to complete duties that the librarians are compensated for. Some Maine libraries have been audited and fined because it was found that volunteers were performing duties listed in librarians' job descriptions.

Heidi Silver posed several questions, such as which jobs are not allowed, who authorized such a ruling, and whether this was a labor law violation. According to Cara, this information came from Maine State Librarian Lori Fisher. Cara will send her information regarding library volunteering to Heidi to review.

Cara reported on some creative ways libraries are encouraging community involvement. One library has created a live beehive display, with a window for viewing, vents to allow for bee mobility and a beekeeper to keep it all running. Other libraries are offering kits and classes of interest to their communities.

Children's Librarian Report: Courtney reported on the success of Toddler Time. She plans to throw a Halloween Party on the 25th.

Mena Irving's class currently has 6 people registered.

A library representative will travel to the high school on October 19 from 11:23 to 12:15 to register students for library cards. Handouts of library offerings will be available.

Courtney will be offering STEM kits to young patrons in honor of October being STEM month. She will prepare different kits appropriate for different age groups.

This year's bags for the Trunk or Treat event will be different from last year to accommodate all of the goodies to be handed out. The library's Trunk or Treat submission will be Charlotte's Web. Third-grade teacher Stacy Hews painted Wilbur, a goose and Templeton, and created a Zuckerman barn backdrop for the event.

Continuing Education: A quick discussion of chapters 5 & 6 from the Maine Library Trustee Handbook. The library's bylaws have recently been reviewed.

Londa has been writing From The Corner of the Library, which is posted to Facebook. Her next post will highlight the library's program Books & Brews to encourage interest in the program which meets the first Monday of every month at 12:00.

Londa mentioned that the Maine Digital Library offers an option to type the name of a favorite author and a list of other similar authors is generated.

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

New Business: The next meeting will be held on Thursday, November 2, 2023, at 4:30 PM in person at the library. Christina will be out of town on that day, but Laurie Blackstone offered to lead the meeting.

Sarah realized that there could be a possible conflict with the Trunk or Treat event and the state cross country meet, both to be held on Saturday, October 28. Laurie Blackstone offered to represent the library at the Trunk or Treat event if needed.

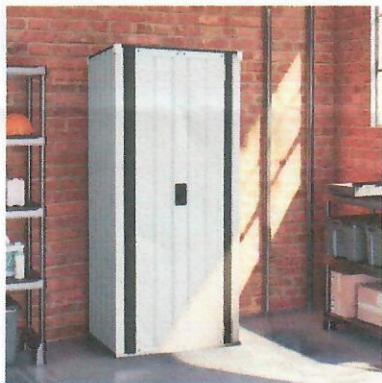
Sue Brown made a motion to adjourn the meeting at 5:18 PM. Bev seconded the motion, so voted. The meeting was adjourned at 5:18 PM.

Library Outreach - The Next Step

King grants have provided us with access to our library - a ramp for handicap access, fixed sidewalks, a book return to use when the library is not open, a children's room where children can enjoy activities and look at books geared to their age, the Barbara Porter room which can be used for activities and meetings.

It is time to take the next step to provide access. We are a bedroom community with many residents in other areas working during the day and not able to take advantage of what our library has to offer. How can we provide access to these residents?

1. Provide a locker-type storage in the back of the library. This would be secured to the cement slab and would allow residents to check out books which could be picked up when the library is not open. This option has 3 shelves and would allow several patrons to pick up books on any given day. AECOJOY Outdoor Storage Cabinet Waterproof with Adjustable Shelves, Lockable Metal Outdoor Garden Storage Shed Organizer, Versatile for Garage, Backyard, or Indoor Use in White



2. Place a lock box on the unit which would have a code allowing the patron to access the books inside. The code would be changed as soon as the current books are picked up. It would be lit to provide easier access.



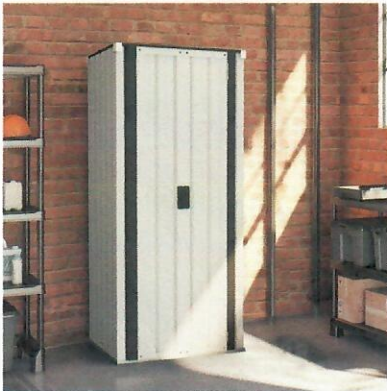
This is something which we can do right now and then plan for the future if this is something that appeals to our patrons and is working. Individual "lockers" would be ideal, but very cost prohibitive. If we could start small, advertise aggressively, and get the community interested, we could once again draw up a grant for the Stephen King Foundation which would provide a more permanent solution.

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