

Washburn Memorial Library Board  
January 11, 2024 at 4:30pm

*The Maid  
by Anita Price*

Agenda

- 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**

- Board continuing education – Maine Library Trustee Handbook – Chapters 11 & 12
- Other New Business →
- Latest reads to share
- Date of the next meeting – February 1, 2024 at 4:30pm
- Adjournment

*March 23 5:00  
Rotary Supper  
Library Board  
we make desserts  
for auction??  
Play @ 7:00*

Current Board Members:

Appointed Annually:

Perham  
Wade

Bev Turner – [townclerk@washburnmaine.org](mailto:townclerk@washburnmaine.org)  
Heidi Silver – [heidisilver@gmail.com](mailto:heidisilver@gmail.com)

Appointed for 3-yr terms by Washburn Town Council:

Expiring 2024  
Expiring 2025

Sarah Sines – [ssines@msad45.net](mailto:ssines@msad45.net)  
Sue Brown – [suebrown11@gmail.com](mailto:suebrown11@gmail.com)  
Londa Brown – [libbrown625@hotmail.com](mailto:libbrown625@hotmail.com)  
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)

Expiring 2026

*The 8th  
Patent*

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)

## Washburn Memorial Library

December 7, 2023

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

Chairperson Christina Maynard called the meeting to order at 4:27 PM.

**Secretary's Report:** Bev Turner moved to accept the secretary's report, seconded by Laurie Blackstone. The secretary's report was accepted unanimously.

**Financial Report:** Donna Turner reviewed the library's various account totals. At this time the library needs to be operating at 83.33% or less of the total budget, which it is.

There are a couple of lines over budget, but Donna expressed she is not concerned about this.

Fifty dollars was budgeted for equipment, with an additional \$100 showing due to money from cameras gifted by the Rotary.

The Library Allowance line is slightly over budget at the time of the December board meeting. This is due to some confusion over the actual account balances since monthly expenses are paid at the beginning of the next month. The library budget will reset on February 1, 2024.

**November Donations:** During the month of November there was a miscellaneous donation of \$35. Also, the United Methodist Women's group from the Lidstone Memorial United Methodist Church donated \$1000 in memory of Sonja Butler.

Vicki and Deryle Sponberg donated \$200, which was used to purchase several books in memory of Kathleen Rose Brown.

Discussion continued regarding the long-term balance in the memorial account. The account has had a balance of approximately \$1200 that has been carried over for several years. Topics discussed were: Should the money be spent? Should the money be kept for emergency purposes? Should the money be moved to miscellaneous donations? Donna recommended keeping the balance in the Memorial Books account.

Cara mentioned that the money in Library Supplies is almost depleted. If the supply's line has not been increased in recent years perhaps an increase in this line should be considered in the upcoming budget.

Library Director's Report: Discussion continued on the \$1000 donated by the United Methodist Women's group. Perhaps the focus of this money should be on the children's library with the purchases of an additional display piece and/or some new children's books.

Cara reported on November's stats, with 443 books checked in, 396 books checked out and 54 books renewed.

Cara plans to prepare a document comparing stats from 2022 and 2023 to look for growth. She will present this at January's board meeting.

Lego Club with Rec Director Marcie Barbarula continues, with 9-10 kids in attendance at the most recent event.

The holiday ornament kits prepared by Courtney are sold out.

Cara was contacted by Tina Reust, the activities director at Leisure Gardens, asking for assistance in 2 areas. Leisure Gardens is trying to build up its in-house library and is seeking book donations. Cara was able to donate approximately 13 boxes of books, including books from the library bookstore as well as some outdated donations to the library. Tina Reust also inquired about the possibility of Courtney assembling and

selling 20 holiday ornament kits to Leisure Gardens for its residents. Courtney was able to assemble the kits.

Leisure Gardens is interested in purchasing kits for its residents in future months as well. Discussion continued on what price to charge for future kits. Cara delivered the books and kits to Tina Reust's Washburn residence. Perhaps future kits could be dropped off at the town office for Tina to pick up or in the book locker when it is installed and in working order. This would depend on if materials are temperature-sensitive.

The library Christmas tree is up and ready for patrons to enjoy. Under the tree are wrapped books for patrons to take for a suggested donation of \$1.00. Books are color coded to assist with making age-appropriate selections. There are also cookie gift jars for \$5.00.

The book locker storage bin and lockbox have been ordered. Assembly will be required. Once the book locker is securely anchored in place the library will start promoting this new service to residents.

Residents using this service will be provided a code to access the lockbox. Inside the lockbox will be a key. The patron will use the key to unlock the book locker, remove the book selections, and return the key to the lockbox. Cara will manually change the lockbox code periodically.

There was discussion about the need to install cameras to monitor the library grounds. There's money in the equipment fund as well as the memorial fund to possibly support this purchase. The camera at the town office faces the library and does provide some surveillance. The back of the library is in need of monitoring.

Cara expressed concern about whether the audio capability of a camera might be an invasion of privacy. Ed Jarrell discussed setting options that might help with this concern.

Ed showed the video quality from his personal cameras. Settings can be adjusted for sound and the sensitivity of types of motion. There are free plans available, but a subscription plan is inexpensive at around \$24 a year.

Ed will help Donna with the selection of cameras.

**Children's Librarian Report:** Toddler Time continues to grow, with more families bringing their young ones.

The holiday ornament kits sold out. Courtney assembled 20 additional kits to sell to Leisure Gardens.

Money raised from the wrapped books and cookie jar sales will go to the Friends of the Library account.

The following Wednesday will be the Toddler Time Christmas party. Toddler Time will take a break the following Wednesday.

**New Business:** A brief discussion on chapters 9 and 10 from the Maine Trustee Handbook.

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

The next meeting will be held on January 11, 2024, at 4:30 PM. The meeting will be held in person.

Bev made a motion to adjourn the meeting. Laurie seconded the motion, so voted. The meeting was adjourned at 5:27 PM.

# Expense Summary Report

Department(s): 70

January

Account	YTD Budget	--- Y T D ---		Unexpended Balance	Percent Spent
	Net	Debits	Credits		
<b>70 - Library</b>	<b>70,905.00</b>	<b>82,396.37</b>	<b>23,676.35</b>	<b>12,184.98</b>	<b>82.82</b>
<b>01 - Salary/Benefits</b>	<b>52,670.00</b>	<b>66,907.86</b>	<b>23,478.24</b>	<b>9,240.38</b>	<b>82.46</b>
	0.00			0.00	---
16 - Librarian	23,725.00	29,838.11	8,619.94	2,506.83	89.43
17 - Children's Librarian	21,075.00	19,707.92	1,452.09	2,819.17	86.62
30 - Flex Hours	4,000.00	2,516.88	0.00	1,483.12	62.92
90 - Health Insurance	0.00	7,108.80	8,377.32	1,268.52	---
91 - Maine State Retirement	0.00	1,635.35	2,475.07	839.72	---
92 - Medicare	710.00	769.19	107.84	48.65	93.15
93 - Social Security	3,025.00	2,875.13	119.02	268.89	91.11
94 - Unemployment Compensation	55.00	55.00	0.00	0.00	100.00
95 - Workers Compensation	80.00	74.52	0.00	5.48	93.15
<b>02 - Utilities</b>	<b>6,760.00</b>	<b>3,973.08</b>	<b>0.00</b>	<b>2,786.92</b>	<b>58.77</b>
01 - Electricity	2,600.00	1,426.10	0.00	1,173.90	54.85
02 - Heat	3,200.00	1,698.70	0.00	1,501.30	53.08
05 - Water & Sewer	960.00	848.28	0.00	111.72	88.36
<b>03 - Communications</b>	<b>540.00</b>	<b>509.98</b>	<b>20.67</b>	<b>50.69</b>	<b>90.61</b>
03 - Telephone	540.00	509.98	20.67	50.69	90.61
<b>04 - Maintenance</b>	<b>1,150.00</b>	<b>723.37</b>	<b>0.00</b>	<b>426.63</b>	<b>62.90</b>
01 - General	750.00	333.37	0.00	416.63	44.45
07 - Garbage Disposal	400.00	390.00	0.00	10.00	97.50
<b>05 - Supplies</b>	<b>850.00</b>	<b>908.13</b>	<b>0.00</b>	<b>-58.13</b>	<b>106.84</b>
01 - General	150.00	134.00	0.00	16.00	89.33
02 - Office	200.00	197.62	0.00	2.38	98.81
05 - Library Supplies	500.00	576.51	0.00	-76.51	115.30
<b>06 - Equipment</b>	<b>50.00</b>	<b>49.95</b>	<b>100.00</b>	<b>100.05</b>	<b>-100.10</b>
01 - Equipment	50.00	49.95	100.00	100.05	-100.10
<b>08 - Administrative Costs</b>	<b>7,885.00</b>	<b>8,354.22</b>	<b>77.44</b>	<b>-391.78</b>	<b>104.97</b>
02 - Dues & Subscriptions	500.00	345.00	0.00	155.00	69.00
04 - Postage	60.00	0.00	0.00	60.00	0.00
05 - Training	400.00	764.77	41.60	-323.17	180.79
09 - Library Allowance	5,000.00	5,333.00	35.84	-297.16	105.94
14 - Technical Support	1,925.00	1,911.45	0.00	13.55	99.30
<b>99 - Miscellaneous</b>	<b>1,000.00</b>	<b>969.78</b>	<b>0.00</b>	<b>30.22</b>	<b>96.98</b>
03 - Special Events/Activities	1,000.00	969.78	0.00	30.22	96.98
<b>Final Totals</b>	<b>70,905.00</b>	<b>82,396.37</b>	<b>23,676.35</b>	<b>12,184.98</b>	<b>82.82</b>

**Financials - January 11, 2024**

**Memorial Books - Reserve Account**

<b>Balance as of 01/31/2023 - Reserve Account</b>		<b>\$ 1,293.28</b>
<i>Memorial Donations</i>		\$ 1,800.00
Expenditures: 02/01/23 thru 05/31/2023	\$ (1,740.42)	
Donations 06/01 thru 09/06		\$ 180.00
Expenses: 06/01 thru 09/06	\$ (356.82)	
Purchases 09/07 thru 10/02	\$ (102.40)	
Donations thru 10/02		\$ 40.00
Donations thru 11/02		\$ 35.00
Purchases thru 11/02	\$ (41.36)	
Purchases thru 12/05	\$ (35.00)	
Donations thru 12/05		\$ 1,200.00
Donations thru 01/11/24		\$ 941.00
Purchases thru 01/11/24	\$ (515.03)	
<b>Balance 01/11/24</b>		<b>\$ 2,698.25</b>

**Miscellaneous Donations - Reserve Account**

<b>Balance Forward 01/31/2023</b>		<b>\$ 47.37</b>
Miscellaneous Donations		\$ 30.00
Purchases: 02/01/23 thru 05/31/23	\$ (42.14)	
Donations 06/01/ thru 09/06		\$ 210.00
Purchases: 02/01/23 thru 05/31/23		
Purchases:	\$ (207.80)	
Donations thru 11/02		\$ 50.00
Purchases thru 12/05	\$ (52.08)	
<b>Balance 01/11/24</b>		<b>\$ 35.35</b>

**Ye Olde Book Shoppe - Special Revenue Fund**

<b>Balance Forward 01/31/2023</b>		<b>\$ 1,389.41</b>
Income:		\$ 66.00
Purchases: 02/01/2023 thru 05/31/2023	\$ (556.02)	
Income: 06/01 thru 09/06		\$ 91.77
Expenses: 06/01 thru 09/06	\$ (430.06)	
Expenses: 09/07 thru 10/02	\$ (30.26)	
Income: thru 10/02		\$ 50.00
Income thru 11/02		\$ 101.00
Expenses: thru 11/02	\$ (203.67)	
Income thru 12/06		\$ 48.00
Expenses thru 12/06	\$ (79.87)	
Income thru 01/11/24		\$ 66.00
Expenses thru 01/11/24	\$ (160.22)	
<b>Balance 01/11/24</b>		<b>\$ 352.08</b>

**King Grant 16 - Special Revenue Fund (Both Combined)**

<b>Balance Forward 01/31/2023</b>		<b>\$ 3,405.52</b>
Purchases: 02/01/2023 thru 05/31/2023	\$ (340.17)	
Purchases 03/01 thru 09/06	\$ (462.25)	

Purchases thru 11/06	\$ (193.60)	
Purchases thru 12/06	\$ (219.44)	
Purchases thru 01/11/2024	\$ (697.28)	
<b>Balance 01/11/24</b>		<b>\$ 1,492.78</b>

### Friends of the Library - Checkbook

<b>Balance -01/31/2023</b>		<b>\$ 1,780.81</b>
Income: 02/01/2023 thru 05/31/2023		\$ 309.45
Interest: 02/01/2023 thru 05/31/2023		\$ 12.80
Purchases: 02/01/2023 thru 05/31/2023	\$ (626.59)	
Income: 06/01 thru 09/06		\$ 35.80
Interest: 06/01 thru 09/06		\$ 9.25
Purchases: 06/01 thru 09/06	\$ (227.92)	
Income: 09/07 thru 10/02		\$ 110.00
Purchases: 09/07 thru 10/02	\$ (180.15)	
Interest: 09/30		\$ 2.50
Purchases 10/03 thru 12/06	\$ (198.52)	
Income & Interest 10/03 thru 12/06		\$ 109.99
Income & Interest 12/06 thru 01/11/24		\$ 324.49
Purchases: 12/06 thru 01/11/24	\$ (162.79)	
<b>Balance 01/11/24</b>		<b>\$ 1,299.12</b>

### Library Allowance - (Line Item in Budget)

<b>Balance - 02/01/23</b>		<b>\$ 5,000.00</b>
Credit		\$ 35.84
Purchases: 02/01/2023 thru 05/31/2023	\$ (2,035.47)	
Purchases: 06/01 thru 09/06	\$ (1,295.91)	
Purchases: 09/07 thru 10/02	\$ (534.09)	
Purchases: 10/03 thru 11/02	\$ (500.06)	
Purchases: 11/03 thru 12/06	\$ (767.64)	
Purchases: 12/06/01/11/24	\$ (199.83)	
<b>Balance 01/11/24</b>		<b>\$ (297.16)</b>

### Library Projects

<b>Balance - 01/31/2023</b>		<b>\$ 591.53</b>
Income:		\$ 10.00
Purchases: 02/01/2023 thru 05/31/2023	\$ (613.56)	
Purchases: 06/01 thru 09/06	\$ (1,905.06)	
Income: 06/01 thru 06/22		\$ 862.73
Income: (August Fest)		\$ 1,652.50
Purchases thru 11/02	\$ (81.82)	
Income thru 12/06		\$ 100.00
Purchases thru 01/11/2024	\$ (49.91)	
<b>Balance 01/11/24</b>		<b>\$ 566.41</b>



Account	2023	Additions	Actual	(Over)/Under	2024	Incr/Decr +/-
<b>70 Library</b>						
<b>01 Salary</b>						
16 Director	\$ 23,725.00	\$ 8,619.94	\$ 29,838.11	\$ 2,506.83	\$ 34,400.00	\$ 10,675.00
17 Children's Librarian	\$ 21,075.00	\$ 1,452.09	\$ 19,707.92	\$ 2,819.17	\$ 22,930.00	\$ 1,855.00
Flex Hours	\$ 4,000.00		\$ 2,516.88	\$ 1,483.12		\$ (4,000.00)
90 Health	-	\$ 8,377.32	\$ 7,108.80	\$ 1,268.52	\$ 14,800.00	\$ 14,800.00
91 MRSA		\$ 2,475.07	\$ 1,635.35	\$ 839.72	\$ 1,825.00	\$ 1,825.00
92 Medi	\$ 710.00	\$ 107.84	\$ 769.19	\$ 48.65	\$ 840.00	\$ 130.00
93 SS	\$ 3,025.00	\$ 119.02	\$ 2,875.13	\$ 268.89	\$ 3,560.00	\$ 535.00
94 Unemp	\$ 55.00		\$ 55.00	-	\$ 31.00	\$ (24.00)
95 Work Comp	\$ 80.00		\$ 74.52	\$ 5.48	\$ 124.49	\$ 44.49
	<b>\$ 52,670.00</b>	<b>\$ 21,151.28</b>	<b>\$ 64,580.90</b>	<b>\$ 9,240.38</b>	<b>\$ 78,510.49</b>	<b>\$ 25,840.49</b>
<b>02 Utilities</b>						
1 Electric	\$ 2,600.00		\$ 1,426.10	\$ 1,173.90	\$ 2,600.00	\$ -
2 heat	\$ 3,200.00		\$ 1,698.70	\$ 1,501.30	\$ 2,800.00	\$ (400.00)
5 Water/Sewer	\$ 960.00		\$ 848.28	\$ 111.72	\$ 900.00	\$ (60.00)
	<b>\$ 6,760.00</b>		<b>\$ 3,973.08</b>	<b>\$ 2,786.92</b>	<b>\$ 6,300.00</b>	<b>\$ (460.00)</b>
<b>03 Comm</b>						
3 Telephone	\$ 540.00	\$ 20.67	\$ 509.98	\$ 50.69	\$ 540.00	\$ -
<b>04 Maintenance</b>						
1 General	\$ 750.00		\$ 333.37	\$ 416.63	\$ 750.00	\$ -
7 Garbage	\$ 400.00		\$ 390.00	\$ 10.00	\$ 400.00	\$ -
	<b>\$ 1,150.00</b>	<b>\$ -</b>	<b>\$ 723.37</b>	<b>\$ 426.63</b>	<b>\$ 1,150.00</b>	<b>\$ -</b>
<b>06 Equipment</b>						
1 Equipment	\$ 50.00	\$ 100.00	\$ 49.95	\$ 100.05	\$ 100.00	\$ 50.00
<b>07 Supplies</b>						
1 General	\$ 150.00		\$ 134.00	\$ 16.00	\$ 200.00	\$ 50.00
2 Office	\$ 200.00		\$ 197.62	\$ 2.38	\$ 200.00	\$ -
5 Library Supp	\$ 500.00		\$ 576.51	\$ (76.51)	\$ 600.00	\$ 100.00
	<b>\$ 850.00</b>		<b>\$ 908.13</b>	<b>\$ (58.13)</b>	<b>\$ 1,000.00</b>	<b>\$ 200.00</b>
<b>08 Admin Costs</b>						
2 Dues/Subs	\$ 500.00		\$ 345.00	\$ 155.00	\$ 500.00	\$ -
4 Postage	\$ 60.00		\$ -	\$ 60.00	\$ 60.00	\$ -
5 Training	\$ 400.00	\$ 41.60	\$ 764.77	\$ (323.17)	\$ 400.00	\$ -

Account	2023	Additions	Actual	(Over)/Under	2024	Incr/Decr +/-
9 Lib. Allow	\$ 5,000.00	\$ 35.84	\$ 5,333.00	\$ (297.16)	\$ 5,500.00	\$ 500.00
14 Tech Supp.	\$ 1,925.00		\$ 1,911.45	\$ 13.55	\$ 1,925.00	\$ -
	\$ 7,885.00	\$ 77.44	\$ 8,354.22	\$ (391.78)	\$ 8,385.00	\$ 500.00
99 Misc						\$ -
3 Events/Activ	\$ 1,000.00		\$ 969.78	\$ 30.22	\$ 1,000.00	\$ -
<b>TOTAL LIBRARY</b>	<b>\$ 70,905.00</b>	<b>\$ 21,349.39</b>	<b>\$ 80,069.41</b>	<b>\$ 12,184.98</b>	<b>\$ 96,985.49</b>	<b>\$ 26,080.49</b>



Christina Maynard <luvtoread514@gmail.com>

## Library Director's Report: December

1 message

Washburn Memorial Library <washburnmainelibrary@gmail.com>  
To: "Washburn Memorial Library (Cara)" <washburnmainelibrary@gmail.com>  
Bcc: luvtoread514@gmail.com

Tue, Jan 9, 2024 at 2:51 PM

Good afternoon,  
Here are my notes for the upcoming meeting.

**Meeting Info:** January 11th, 2024 @ 4:30pm in person

### December Items Circulation Stats:

325 Checked In / 395 Checked Out / 42 Renewed

### Annual Item Circulation Stats Comparison:

**2021:** 1946 Checked In / 1968 Checked Out / 424 Renewed

**2022:** 3605 Checked In / 3656 Checked Out / 471 Renewed

**2023:** 4929 Checked In / 4975 Checked Out / 527 Renewed

### December Memorials & Donations:

- Donna & Robert Umphrey gave a generous donation to our library. (\$300)
- Northeast Packaging Company gave a generous donation to our library. (\$500)
- The following books were donated by Jane Humphrey in memory of Timothy Humphrey & Keith Wilson Humphrey:

*The Frozen River: A Novel*, by Ariel Lawhon

*Looking for Jane: A Novel*, by Heather Marshall

*We Must Not Think of Ourselves: A Novel*, by Lauren Grodstein

*The Field House: A Writer's Life Lost and Found on an Island in Maine*, by Robin Clifford Wood

*Alex Cross Must Die: A Thriller*, by James Patterson

- Courtney & Justin Howe donated a subscription of *Food & Wine Magazine* in memory of William Davis and his appreciation for cooking, as well as his wife Dianna's appreciation of wine.
- Trampus & Cara Davis donated a book series in loving memory of William Davis and his love for westerns: *To the River's End: A Western Novel of the American Frontier*, by William Johnstone

## Updates:

- **Tech updates- Wi-fi:** I was able to finally connect to our secure WML wi-fi. This apparently had not been set up. I contacted Jared Leadbetter, Maine State Library Technology Specialist who walked me through CloudTrax and set up our secure connection (versus guest connection). The wi-fi use does seem to be improving, but time will tell. Hopefully it will improve the connectivity downstairs.
- **Laptops:** Ed was kind enough to take a look at Courtney's Dell work laptop and update the drivers so that the camera now works and the functioning speed has improved. Thank you, Ed!
- We would like to consider using some of the recent donated funds (from Northeast Packaging/Umphreys) to put toward a newer public computer. Our Think-Pad is older and the screen is quite small (makes it challenging for those with impaired eyesight). An HP Laptop for around \$300 may be a wise choice. See here: <https://www.amazon.com/gp/product/B0CPGKT77T>
- **Book Locker:** Adam put the book locker together and will secure the storage box to the ground soon. We will promote this as a new library service on Facebook and our website.
- **Book Clubs:** Reading this month for Teatime Book Club (virtual): *The Paris Notebook*, by Tessa Harris. We are also continuing our monthly Books & Brews Social Hour.
- **Coming in February:** Chocolate Tasting Kits. \$5 each. Reserve yours today!
- **Date with a Book:** \$10 each (book + chocolate bar)

## Other:

- **Annual Report:** It is the State of Maine Public Library Annual Report time. Fun fun! This is an online report that all Library Directors must complete by April 1st. The detailed report collects data from every library in Maine for use of assessment, federal funding needs, etc. I will be working on this over the next few months.
- **New Releases in our collection you may be interested in:**
- *The Little Liar*, by Mitch Albom <https://www.amazon.com/Little-Liar-Novel-Mitch-Albom/dp/0062406655/>
- *The Berry Pickers*, by Amanda Peters <https://www.amazon.com/Berry-Pickers-Novel-Amanda-Peters/dp/1646221958>
- *The Frozen River*, by Ariel Lawhon <https://www.amazon.com/Frozen-River-Novel-Ariel-Lawhon/dp/0385546874/>
- *This Other Eden*, by Paul Harding <https://www.amazon.com/gp/product/1324074523/>
- *The Book of Charlie*, by David Von Drehle <https://www.amazon.com/Book-Charlie-Remarkable-American-109-Year-Old/dp/1476773939>

Any questions, please reach out to me.  
Enjoy the possible snow day ahead!



Best,  
Cara

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Cara Miller