

Washburn Memorial Library Board  
January 9, 2025 at 5:00pm via Zoom

Donna, Cara, Courtney, Agenda  
Laurie, Tiffany, Sue, Sarah, Ed, Bev, Londa

- Call to Order
- Secretary's Report - Sarah
- Financial Report - Donna Possible Generator for \$2000.00
- Library Director's Report & Statistical Report - Cara
- Children's Librarian's Report - Courtney Homeschool middle schoolers book club.

**New Business**

- Latest reads to share
- Other New Business
- Date of the next meeting - February 13, 2025 at 5:00pm via ZOOM
- Adjournment

Old Busis  
Generator

Current Board Members:

Appointed Annually:

Perham  
Wade

Bev Turner - [townclerk@washburnmaine.org](mailto:townclerk@washburnmaine.org)  
Tiffany Wheeler - [ntcpwheeler@gmail.com](mailto:ntcpwheeler@gmail.com)

Appointed for 3-yr terms by Washburn Town Council:

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)

Expiring 2027

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

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

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)



Christina Maynard <luvtoread514@gmail.com>

## Director's Notes: December 2024

1 message

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

Wed, Jan 8, 2025 at 9:38 AM

Good day,

**Meeting Info: Jan. 9th @ 5pm via Zoom.**

**Zoom Invite: Library Board Meeting- December**

Time: Jan. 9th, 2024 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting:

<https://us06web.zoom.us/j/2954495007?pwd=dm9odlJleDZvZjR2S0tsbzA2bVRrZz09&omn=89516080647>

Meeting ID: 295 449 5007

Passcode: 980428

**December Items Circulation Stats:**

328 Checked In / 301 Checked Out / 65 Renewed

**December Memorials & Donations:**

Rita Kingsbury donated a gift for purchasing puzzles (with a focus on supporting cognitive health).

**Updates & Upcoming:**

- Christmas Raffle Basket winners: Ron Ericson (adult) and Evelyn Lovely (childrens).
- Books & Brews Social Hour continues, the second Monday of every month at 12pm.
- Teatime Book Club's January's read: The Heiress, by Rachel Hawkins.
- Homeschool Groups & Toddler Time (now Storytime) continues.
- A Matter of Balance Class will begin in February. Instructors are Cara and Dottie Sines.
- Blind Date with a Book in February.
- Yoga classes will start up again in March.
- Starting a 60+ Game Day in March (cribbage, puzzles, etc). We are thinking weekly, Thursday afternoons.

**Resource:**

This is an interesting article on the most borrowed books from public libraries in 2024.  
<https://www.npr.org/2024/12/29/nx-s1-5234258/most-borrowed-library-books-2024>

- \* Attached is the Adult Programs 2025 flyer.
- \* Attached are the financials from Donna.

Be well,  
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>

**3 attachments**

-  **2025 Adult Offerings.pdf**  
2258K
-  **Expense Summary Report. January.pdf**  
37K
-  **Special Accounts Detail.pdf**  
551K

**Expense Summary Report**

Department(s): 70  
January

Account	YTD Budget	---- Y T D ----		Unexpended Balance	Percent Spent
	Net	Debits	Credits		
<b>70 - Library</b>	94,434.00	87,396.60	733.40	7,770.80	91.77
<b>01 - Salary/Benefits</b>	<b>77,331.00</b>	<b>72,437.07</b>	<b>403.70</b>	<b>5,297.63</b>	<b>93.15</b>
11 - Highway Crew	0.00	403.70	403.70	0.00	----
16 - Librarian	34,400.00	31,733.76	0.00	2,666.24	92.25
17 - Children's Librarian	21,750.00	19,845.58	0.00	1,904.42	91.24
90 - Health Insurance	14,800.00	13,581.50	0.00	1,218.50	91.77
91 - Maine State Retirement	1,825.00	2,780.23	0.00	-955.23	152.34
92 - Medicare	840.00	742.99	0.00	97.01	88.45
93 - Social Security	3,560.00	3,194.65	0.00	365.35	89.74
94 - Unemployment Compensation	31.00	30.17	0.00	0.83	97.32
95 - Workers Compensation	125.00	124.49	0.00	0.51	99.59
<b>02 - Utilities</b>	<b>5,460.00</b>	<b>4,498.08</b>	<b>0.00</b>	<b>961.92</b>	<b>82.38</b>
01 - Electricity	2,000.00	1,676.35	0.00	323.65	83.82
02 - Heat	2,500.00	1,972.48	0.00	527.52	78.90
05 - Water & Sewer	960.00	849.25	0.00	110.75	88.46
<b>04 - Maintenance</b>	<b>1,150.00</b>	<b>471.24</b>	<b>0.00</b>	<b>678.76</b>	<b>40.98</b>
01 - General	750.00	178.74	0.00	571.26	23.83
07 - Garbage Disposal	400.00	292.50	0.00	107.50	73.13
<b>05 - Supplies</b>	<b>1,000.00</b>	<b>750.15</b>	<b>0.00</b>	<b>249.85</b>	<b>75.02</b>
01 - General	200.00	206.57	0.00	-6.57	103.29
02 - Office	200.00	200.20	0.00	-0.20	100.10
05 - Library Supplies	600.00	343.38	0.00	256.62	57.23
<b>06 - Equipment</b>	<b>100.00</b>	<b>202.57</b>	<b>53.98</b>	<b>-48.59</b>	<b>148.59</b>
01 - Equipment	100.00	202.57	53.98	-48.59	148.59
<b>08 - Administrative Costs</b>	<b>8,393.00</b>	<b>7,846.07</b>	<b>84.30</b>	<b>631.23</b>	<b>92.48</b>
02 - Dues & Subscriptions	500.00	529.34	0.00	-29.34	105.87
04 - Postage	68.00	73.00	0.00	-5.00	107.35
05 - Training	400.00	354.32	0.00	45.68	88.58
09 - Library Allowance	5,500.00	5,097.79	84.30	486.51	91.15
14 - Technical Support	1,925.00	1,791.62	0.00	133.38	93.07
<b>99 - Miscellaneous</b>	<b>1,000.00</b>	<b>1,191.42</b>	<b>191.42</b>	<b>0.00</b>	<b>100.00</b>
03 - Special Events/Activities	1,000.00	1,191.42	191.42	0.00	100.00
<b>Final Totals</b>	<b>94,434.00</b>	<b>87,396.60</b>	<b>733.40</b>	<b>7,770.80</b>	<b>91.77</b>

\* 1020000  
↑

*[Handwritten signature]*

Should be spent when it comes in.

Children's Library Book

Done

Book for Raffle

fudge

Financials - January 08, 2025		
<b>Memorial Books - Reserve Account</b>		
Balance as of 01/31/2024 - Reserve Account		\$ 2,928.25
Misc. Donations		\$ 323.09
Memorial Purchases: 02/01 - 09/12	\$ (3,231.37)	
Misc. Donations		\$ 680.00
Memorial Purchases: 02/01 - 09/12	\$ (665.07)	
<b>Balance 01/08/25</b>		<b>\$ 34.90</b>
<b>Miscellaneous Donations - Reserve Account</b>		
Balance Forward 02/01/2024		\$ 35.35
Miscellaneous Donations		\$ 120.00
Purchases: 02/01-09/12	\$ (121.01)	
Miscellaneous Donations		\$ 100.00
Purchases 09/13-24-01/07/25	\$ (99.45)	
<b>Balance 01/08/25</b>		<b>\$ 34.89</b>
<b>Ye Olde Book Shoppe - Special Revenue Fund</b>		
Balance Forward 02/01/2024		\$ 449.62
Income from sale of books		\$ 664.46
Purchases: 02/01-09/12	\$ (849.72)	
Income from sale of books		\$ 126.27
Purchases 09/13-24-01/07/25	\$ (147.59)	
Transfer to close out King Grant	\$ (27.04)	
<b>Balance 01/08/25</b>		<b>\$ 216.00</b>
<b>King Grant 16 - Special Revenue Fund (Both Combined)</b>		
Balance Forward 02/01/2024		\$ 1,492.78
Purchases: 02/01-09/12	\$ (1,190.37)	
Purchases 09/13-24-01/07/25	\$ (329.45)	
From Ye Olde Book Shoppe to close out grant		\$ 27.04
<b>Balance 01/08/25</b>		<b>\$ 0.00</b>
<b>Friends of the Library - Checkbook</b>		
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
Deposits 09/13/24 - 01/07/25		\$ 100.00
Purchases 09/13/24-01/07/25	\$ (526.27)	
Interest to 11/30/24		\$ 5.51
<b>Balance 11/30/24</b>		<b>\$ 756.53</b>
<b>Library Projects</b>		
Balance - 02/01/2024		\$ 566.41
Deposits		\$ 389.30
Purchaes	\$ (612.43)	
Transfer to Activities/Events	\$ (191.42)	
<b>Balance 01/08/25</b>		<b>\$ 151.86</b>