

WASHBURN MEMORIAL LIBRARY

BOARD OF TRUSTEES

MARCH 4, 2021, MEETING NOTES—VIA ZOOM

Present were: Rita Kingsbury, Londa Brown, Christina Maynard, Laurie Blackstone, Sue Brown, Beverly Turner, Donna Turner—Town Manager, and Lois Walton--Librarian. This meeting was conducted via Zoom.

Chairperson, Rita Kingsbury, called the meeting to order at 6:35 p.m.

Secretary's Report: The minutes from the January 7, 2021, meeting were presented. Laurie made a motion to accept the minutes. Londa seconded the motion; so voted.

Financial Report: There is no budget yet as we have not had town meeting. Donna Turner informed the Board of the balances in the special accounts and also the Maine Community Foundation. We had a large bill for repairs to the furnace which was very unexpected. We have taken this out of the maintenance line for now, but we may be able to take some from the buildings fund as the year goes on. The downstairs wall still needs to be repaired, and maybe we could use some of the remaining money from the 2016 King Grant to pay for that. We should try to get some quotes for this work. Bev also gave an update on the Thrift Books account.

Librarian's Report: Lois presented the Librarian's Report and indicated the following:

--During the month of February there were 51 curbside transactions and 8 people came in to use the computers. Since the beginning of the year 115 books have been added and 423 have been deleted.

--Lois has the State report all done. All views for the online activities for story time and crafts can be counted, and there were almost 4,000. The latest post had 47 views in the first 24 hours. Maybe we should continue to do online activities even when the library reopens.

--The Girl Scouts will use the downstairs to sort cookies at the end of March.

--All of the books purchased with the Diversity Grant money are in and ready for use.

--All memorials have been updated.

Old Business: Londa presented a slide show indicating the changes that have been made in the new children's section and informing the Board of what has been happening in regard to this section.

--The high school students who helped move books were a huge help.

--The Lego table is being worked on by Don Hanson's woodworking class.

--The March craft has already been posted.

--Courtney Howe has talked with Lisa Dow, principal at the elementary school, and decided to do something for Dr. Seuss's birthday. This involved a story and a craft to go along with it for both kindergarten classes.

--Lisa Dow would like to have children coming to the library next month for story time. They could walk down from the school, and that would give them a mask break and let them see what is new at the library.

New Business:

--Rita took a moment to thank Charlotte Griffin for her many years of service on the Library Board.

--We need to find a replacement for Charlotte on the Board. It was suggested that we have a contact at the elementary school, so Rita will ask Sarah Sines if she is interested. If not, perhaps Kim Worcester would be.

--It was suggested that we do something in memory of Charlotte's mother from the Board. We will ask Charlotte what she would like to see done. The Board members will chip in \$10.00 each.

--We had a total of five shelving units to get rid of. Courtney Howe wanted 2 and has taken them. Adam Doody may be interested. Bev made a motion to donate whatever shelving units are not spoken for to United Way if they can use them. Christina seconded the motion; so voted.

--Rita asked if the Board would consider hiring a children's librarian before we hire someone for Lois's position. Courtney Howe is interested in this position, and the school would like to do some things now. Londa made a motion that as a Board Courtney Howe's name be submitted as the new children's librarian for the Washburn Memorial Library. Laurie seconded the motion; so voted. Bev abstained from voting due to the fact that she is related. The job will still have to be advertised.

--We have only received one application for the library director position so far. Perhaps we can put this on Facebook, but it needs to indicate that experience is necessary.

--Do we want to continue with curbside only or reopen? Lois indicated that we can only have 5 people in at a time per floor. Londa made a motion to reopen on Tuesday, March 9, 2021, for usual hours. Christina seconded the motion; so voted.

--According to the By-Laws we need to elect officers at the April meeting. We are going to need a new president and a new secretary. Also, we need to set a time to do the presentation to Janet Peary which we have never done.

No one had any other items to share.

The next meeting will be held on Thursday, April 1, 2021, at the library. Rita will check to see what time is best for everyone and will let us know.

At 7:45 p.m. Bev made a motion to adjourn the meeting. Sue seconded the motion; so voted.

Respectfully submitted,

Beverly Turner, Secretary

**Washburn Memorial Library
Board Agenda – ZOOM meeting
March 4, 2021 at 6:30**

Secretary's Report
Treasurer's Report
Librarian's Report

Old Business:

- Update on changes made in the past two months at the library
- Things yet to do:
 - The wooden cabinet upstairs needs to be moved downstairs to the B Porter Room.
 - The white table/chairs in the B Porter room need to go into the children's Room.
 - The large desk next to the door needs to go into the B Porter Room
 - The other very old desk needs to be advertised, given away, etc.
 - If this could be done in the next couple of weeks, then the space will be cleared for the new chairs from Plourde's.
 - Also, once the desks are moved, the shelving could go down to the end of the room until sold/given away.
- Update on new Library furniture
- Update on Don Hanson's Woodworking Club project for the library
- Update on the expenditure of \$1400 for books as indicated at our January meeting
- Update on what Courtney Howe has been providing online
- Should we continue curbside service only?
- Reminder that we agreed in January to table the vote on our changes to the bylaws until we meet again in person.

New Business

- Thank you to Charlotte Griffin for her many years of service to the Library Board
- Consideration of who might replace Charlotte on the Board
- What should we do as a board to remember Charlotte's mother?
- Would the board consider donating three shelving units to the United Way bookstore at the mall?
- Efforts made by Courtney to engage early primary students from school to visit the library

- Would the Board consider hiring a Children's librarian before we hire for Lois's position?
- Where are we advertising for Lois's position?
- Additional items of business?
- Date of the next meeting – April 1 or 8 at 5:30

Current Board Members:

Appointed Annually:

Perham

Bev Turner – townclerk@washburnmaine.org

Wade

Heidi Silver – heididsilver@gmail.com

Appointed for 3-yr terms by Washburn Town Council:

Expiring 2021

Rita Kingsbury – rtkngsbry@gmail.com

Charlotte Griffin – cjgriffin@gmail.com

Expiring 2022

Sue Brown – suebrown11@gmail.com

Londa Brown – libbrown625@gmail.com

Expiring 2023

Laurie Blackstone – blackstonehome@hotmail.com

Christina Maynard – lvtoread514@gmail.com

Town Manager – Donna Turner – townmanager@washburnmaine.org

WML Librarian – Lois Walton – lfwml@gmail.com

Washburn Memorial Library web site: washburnlibrary.com