

APL Board of Trustees Minutes

Tuesday, June 28, 2022

Present: Pat Gautier, Lisa Cesare, Nicole Rancourt, Dana Staples, Susan Weiss, Ralph Harder, Karen Choate (LPL Board member)

APL staff: Mamie Ney, Bethany Lyons

Excused: Michael Malloy, Liza Dimitri, Heidi McCurdy

1. Call to Order/Introductions

The online meeting was called to order at 4:32 PM. Dr. Ralph Harder, new board member, was introduced.

2. What have you been reading:

This agenda item was skipped due to time constraints.

3. Approval of April 26, 2022 Minutes

The meeting minutes from the April 26, 2022 meeting were approved with no changes. There was a motion by Lisa Cesare and seconded by Nicole Rancourt to approve the minutes. This passed unanimously.

4. “Fun” Raising Committee Update

There are 23 Book Around Town bags remaining. With \$8,350 in sponsorship money, the library should reach the general goal of around \$10,000. The group is going to leave the promo sale up on the web site, put one on display in the library, and try to sell the remaining bags. The program ran much smoother this year and had more participation from Minot businesses.

5. Governance Committee Update

Susan Weiss reported that the group is still in the process of revising the trustee handbook and it's almost finished. The goal is to have it available online. New trustees will be provided with the last three months of meeting minutes, a trustee and staff list, and the last three months of Director's reports. The group will not meet in July. The

next meeting will be August 16th and Mamie will send the Zoom invite. A motion was made by Lisa Cesare and seconded by Susan Weiss to approve new board member, Peggy Deblois. All were in favor. Peggy comes to the board as a writer and has a wealth of marketing experience. Her resume was provided to the board. She will attend the August board meeting.

6. Lewiston Public Library Update

Karen Choate has been on the LPL Board since January 2022 and gave an update. She said the IFD tags are 60% completed. The director is out on maternity leave and expects to be back in August. They have been working on the Great Falls Forum which will take place in the Fall. Mid-year evaluations are underway for staff. The LPL board will not meet again until September. The rest of the meetings for this year are in September, October, November and December. As LPL is a city department, their meetings are held in person as they need to be open to members of the public. The meetings take place on the first Thursday of the month at 5:30 PM at LPL. Bethany Lyons will send out a sign-up sheet so APL trustees can pick a meeting to attend and represent APL at one of the four remaining meetings of 2022. LPL is still recommending masks in the library but it is not mandatory for either staff or customers. Mariah Pfeiffer will attend the August APL board meeting.

7. Financial Report

Michael Malloy was not present at the board meeting to give a finance update. Pat had questions for Mamie about the difference between 2021 and 2022 in a line item in the P&L statement. Mamie explained that the PPP funds are undesignated at this point and are currently being used to fund payroll when an employee is out with COVID. The group agreed to discuss ways to disperse the COVID PPP and ARPA monies at the August meeting.

8. Director's Report

Mamie Ney sent a full copy of her report to trustees. She reported that she has been nominated to serve on the Maine Library Commission. She also told trustees that the Summer Reading Kick off was yesterday in the library instead of Festival Plaza due to the weather. There was frozen yogurt, music, and lots of community partners there. Eighty-nine kids signed up for the summer reading program!! Congrats to all the staff that helped set up and participated in the amazing event.

9. Other Business

The next board meeting is scheduled for August 23rd at 8:00 AM. There was a lot of discussion about meeting times and meeting in person versus on Zoom. Some trustees

felt it was important to meet in person as the board has not been able to meet together for the past two years. Other board members felt it was easier to attend a Zoom meeting and not miss work. Pat Gautier will contact board members that were not at today's meeting to get a sense of what meeting times might work. This topic will be discussed at the August board meeting.

Beginning in August, Haley Warden will begin doing quarterly updates as the Director of Engagement.

10. Executive Session (Director's Evaluation)

Board members went into executive session to review the results of the Director's Evaluation. Pat Gautier as President of the Board and Susan Weiss as Chair of the Governance Committee will meet with the Director to go over the Board's conclusions.

Meeting adjourned at 6:28 PM with a motion by Susan Weiss and seconded by Lisa Cesare. All were in favor.

Signed:

Bethany Lyons, APL Administrative Assistant

Date: _____

Next Board meetings:

August 23rd at 8:00 AM

September 27th at 4:30 PM

October 25th at 8:00 AM