



## **Minutes**

### **Auburn Public Library Board of Trustees**

**Tuesday, March 28, 2023 4:30 p.m.**

#### **In Person - APL Androscoggin Community Room**

**Present:** Liza Dimitri, Patricia Gautier, Ralph Harder, Suzanne Laflamme, Michael Malloy, Heidi McCurdy, Nicole Rancourt, Peggy Deblois, Lisa Cesare, Sharon Bergeron and Dana Staples (arrived at 5:20 PM)

**APL staff:** Mamie Ney, Bethany Lyons

#### **1. Call to Order/Introductions**

The meeting was called to order at 4:32 PM.

#### **2. What have you been reading:**

**Pat Gautier** – The Seven Husbands of Evelyn Hugo by Taylor Jenkins Reid

**Ralph Harder** – The Dawn of Everything by David Graeber

**Heidi McCurdy** – The Firekeepers Daughter by Angeline Boulley

**Nicole Rancourt** – An advance copy of Dead Man's Wake by Paul Doiron

**Liza Dimitri** – Listen to Me by Tess Gerritsen

**Michael Malloy** – Sharks in the Time of Saviors by Kawai Strong Washburn

**Peggy Deblois** – Mad Honey by Jodi Picoult and Jennifer Finney Boylan

**Lisa Cesare** – Between Two Kingdoms: A Memoir of a Life Interrupted by Suleika Jaouad

**Suzanne Laflamme**- Reading a book about the history of human language

**Sharon Bergeron** - A Gentleman in Moscow by Amor Towles

**Mamie Ney** – The Spectacular by Fiona Davis

**Bethany Lyons** – The Soulmate by Sally Hepworth

### **3. Approval of February 28, 2023 Minutes**

The meeting minutes from the February 28, 2023 meeting were approved with no changes by a motion by Lisa Cesare and seconded by Nicole Rancourt. All were in favor.

### **4. Director's Report**

A full report was sent to the Board. In addition, Mamie Ney mentioned that APL hosted a memorial service for Pat Masonheimer last weekend. Masonheimer was a long standing APL volunteer and her family is looking to raise \$5,000 to create an endowment. \$3,390 has been raised so far. Mamie also reported that the Farmer's Market went well and was well attended.

### **5. Executive Committee Synopsis**

Pat Gautier reported that the committee met last week and minutes were sent to the entire board. She said the financial issues were resolved and, per by-laws, the Board will be reinstating the Finance Committee. This committee will plan to meet monthly. They also plan to set up a budget calendar to align with the city's process.

### **6. Board Sub-committee update**

The following committees have been updated:

Finance Committee: Pat Gautier, Michael Malloy, Sharon Bergeron, and Suzanne LaFlamme

Fundraising Committee: Nicole Rancourt, Lisa Cesare, Liza Dimitri, Peggy DeBlis, and Haley Warden

Governance Committee: Pat Gautier, Lisa Cesare, Ralph Harder, and Mamie Ney

Pat noted that any Board member may attend any committee meeting. Lisa Cesare is working on an overall calendar that will list dates/times of all meetings.

### **7. "Fun" Raising Committee**

Nicole Rancourt updated the Board. So far, sponsors have donated \$5,250 in cash. She asked members to please update her and Haley with you progress in reaching out to sponsors. Donor letters were sent out yesterday and Nicole will resend that Excel spreadsheet to the Board later this week. Side by Each has excitedly agreed to host the APL event stating that the library aligns with their values. The event will be held the afternoon of Jun 18, 2023(Father's Day) and will include the basket raffle as well as the kick off to summer reading programs. The Board asked if APL branded stationery was available for their use when contacting businesses.

## **8. Governance Committee Update**

Lisa Cesare reported that the committee is still working through the employee handbook and is updating the grievance process. After the whole handbook is finished, they will share it with outside council to review.

## **9. Financial Report**

Michael Malloy gave an update. He is working with the bookkeeper to obtain easier to read financials. For the budget process, there needs to be clear expectations on timing and restated that APL is a separate organization from the city. The audit is being finished up. Mamie Ney needs to review the tax return and Michael asked her to share this information with the Board before it is filed. He also noted that the board needs a resolution plan on the auditor's notes.

## **10. Lewiston Public Library Report**

No one from APL attended the LPL meeting, and no one from LPL attended this meeting.

## **9. Other Business**

Mamie reported that a new teen librarian was hired and will start 05/01/23. Her name is Julia Rhineland and she comes to APL from USM's Franco Collection.

The Board asked that the department heads please provide a one page summary of who they are, what they do, what's new in the department, and what kind of support they need. The Board would also like to invite one department head into each meeting to give a short 10 minute presentation. In light of this added time to the meeting, Pat suggested that Bethany Lyons send an email prior to the meeting and Board members can respond with "what are you reading?". This list can be compiled prior to the meeting and passed out so we can continue to share book recommendations.

Ralph Harder spoke about assisting the city with the placement of EV Charging Stations and would like to work with library staff to develop a display about the benefits of electric vehicles.

There was a motion by Michael Malloy and seconded by Nicole Rancourt to adjourn the meeting at 5:40 PM.

Signed:

Bethany Lyons, APL Administrative Assistant

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Date: \_\_\_\_\_

***Upcoming Board meetings:***

April 25th at 4:30 PM in-person at APL Androscoggin Community Room

May 23rd at 4:30 PM in-person at APL Androscoggin Community Room