



**Auburn Public Library
Board of Trustees In-Person Meeting
Tuesday, April 22, 2025, 4:30 p.m.**

Present: Nicole Rancourt, Lisa Cesare, John Cleveland, Pat Gautier, Sharon Bergeron, Rick Whiting, Courtney Reed-Marsh, and Jen Lynch

Staff: Donna Wallace, Bethany Lyons

Excused: Michael Malloy, Ralph Harder

1. Call to Order/Introductions

The meeting was called to order at 4:30 PM. Introductions were made.

2. Executive Session

The board went into Executive session at 4:30 PM and exited at 5:05 PM. The regular meeting resumed at 5:08 PM.

3. What Are You Reading?

A full list was posted to the web.

4. Approval of March 25, 2025 Minutes

The meeting minutes from the March 25, 2025 meeting were approved with one change: Under item 4 (Strategic Planning Committee update), the second bullet point said “to appropriate up to \$15,000 in **board-directed endowment funds**” and it should read “to appropriate up to \$15,000 in **designated funds**”. The minutes were approved on a motion by Pat Gautier and seconded by Nicole Rancourt. Sharon Bergeron abstained as she was not at the March meeting.

5. Strategic Planning Committee

Donna reported that Michael Malloy received the contract from Beckie Conrad to start the strategic planning process. Once the paperwork is returned to her, she will schedule a meeting with committee members to finalize the work plan and timeline. Lisa Cesare reported that the Governance Committee will pause for 3-4 months and will focus on strategic planning.

6. Finance Committee

The Finance Committee met in April to discuss the March financials. Sharon Bergeron gave an overview of the financials and reported that, because of a large memorial donation, the monthly financials appear stronger than they should. This was an

unexpected donation and was not budgeted for and APL will designate those funds at end of the fiscal year.

There was a motion by Lisa Cesare and seconded by Pat Gautier to accept the March financials to as presented. All were in favor.

Sharon pointed out that restricted funds are reviewed quarterly and that, over the years, funds have built up but APL will be spending restricted funds first. Approximately \$16,000 of \$152,000 has been spent following a three-year plan. APL will be spending \$29,498 by June 30. The Committee budgeted to have the Development Director raise \$32,000 for the year however, only \$2,000 in grants has been raised to date. There was some discussion about contacting donor's families and inquiring about spending restricted funds on other materials, as needs have changed over the years. One other option suggested would be to go through the probate process and ask a judge and to change a bequest (if there are no living family members).

APL learned that additional budget cuts may be required by the City. A draft proposal of what a \$50,000 cut could look like was provided to the board. The committee suggested not replacing a part time position and reducing the cost of living increase from 2.5% to 2%. There were four employees due for a "comparable step" increase and that was removed from the budget. Donna Wallace reported that a reduction of Saturday hours, (sticking with 9 AM to 1 PM year round), while primarily impacting utilities, could also help with staffing should the fourth part-time lending associate position not be replaced.

John Cleveland reported that the City will do a first reading of the City budget on May 5 and a second reading/vote on May 19. John stated that his priority would be to not cut the COL raise to staff as he feels it causes long term harm to employees.

There was some discussion about the funding from Minot but there has been no further update. There was discussion about raising meeting room rental rates, and that will be on the agenda to discuss in May.

7. "Fun" Raising Committee

Nicole Rancourt gave a fun-raising update. She reported there will be a library –themed Trivia Night at Lost Valley on Tuesday, June 10. The Schuler Art Auction is not being rescheduled as the committee feels that the Auburn community does not have the capacity to spend money on artwork at this time. The committee will continue brainstorming ways to make money from the 3,000+ pieces of Schuler artwork.

8. Director's Report

A full written report was provided.

Donna shared an update from Institute of Museum and Library Sciences (IMLS) and Maine State Library (MSL) Update:

- On April 4, Attorneys General from 21 states, including Maine, filed a lawsuit against the Trump administration for the executive order gutting IMLS. On April 8, a separate lawsuit was filed by the American Library Association (ALA)

and the American Federation of State, County and Municipal Employees (AFSCME), the largest union representing library and museum workers. Following the hearing in the states' attorneys general's lawsuit, the United States District Court for the District of Columbia set a date of April 30 for a motion hearing on the second suit, *American Library Association v. Sonderling*. [In their suit, the ALA and the American Federation of State, County, and Municipal Employees union \(AFSCME\)](#) requested a preliminary injunction against the dismantling of the IMLS, terminating or transferring awarded grants, and reducing IMLS's staff. The decision is good news for the plaintiffs who seek a resolution prior to May 4, the day a reduction in force is scheduled to take effect at IMLS. (from [Publisher's Weekly](#), 4/8/2025)

- On April 10, the Maine State Library laid off 13 workers. They are closed until April 28 to restructure. We have our Library Council meeting on April 29, at which time the Director of the MSL, Lori Fisher, will provide an update.
- Possible areas we could see financial impacts -- van delivery, free internet through the Maine State Library Network, and the online resources provided through Digital Maine Library.
- If staff get questions from patrons, they have been told to let patrons know that, as of this date, we have no additional information that would impact our services. Should anything change, they would be notified.

Donna reported that our new Maintenance Technician, Jason Chabot, started recently and is well liked by staff. The first payment was made to the State for Paid Family Medical Leave. Due to theft of games and game pieces, the board game collection has been moved into the back Lending office. The LA Community Reads will take place on May 17 with a book by Ryan T. Higgins. On May 22, there will be a film showing from Pop Up Indy Film screening of "Matter of Mind: Alzheimer's".

9. Lewiston Public Library Report

No board member from LPL attended this meeting. Lisa Cesare reported that she cannot attend the LPL board meeting next Thursday, May 1. No other APL Board member is able to attend either.

10. Other Business

The meeting was adjourned at 5:55 PM on a motion by Nicole Rancourt and seconded by Courtney Reed- Marsh. All were in favor.

Upcoming Meetings:

- LPL Board Meeting – May 1, 2025 at 5:30
- Governance Committee – May 13 at 8:00 AM on Zoom
- Finance Committee – May 20 11:00 AM in person at APL
- APL Board Meeting – May 27 and June 24 at 4:30 PM in person at APL