

**The Auburn Public Library
Board of Trustees
January 18, 2018
Conference Room
7:30 AM**

Trustees: Nicole Rancourt, Doris Bonneau, Barbara Trafton, Bill Low, Alfreda Fournier, Susan Weiss

Staff: Susan Geismar- Development, Mamie Anthoine Ney - Director, Bethany Lyons

Bill Low called the meeting to order at 7:40 AM.

Introductions were made and Alfreda Fournier was welcomed as a new Trustee. Barbara Trafton motioned to accept the November 15, 2017 Board meeting minutes. The motion was seconded by Nicole Rancourt. The motion passed.

Governance Committee: Barbara Trafton discussed proposed changes to the by-laws. She noted that currently all members must be Corporators. She said it is not an active group and difficult to get a quorum and this seems to be handicapping the group. Most boards seek out individuals and draw from a list of interested parties but this is not the way the by-laws are written for the APL. Barbara said it is an outdated system and the committee suggested a special meeting (with voting by proxy available) to vote on the proposed by-law changes. The Trustees reviewed the proposed changes made by the Governance Committee. Barbara suggested a total revamping of the by-laws next September. The intent of the suggested changes are to broaden the ability to choose great Auburn residents for the board *before* the Annual Meeting. The board discussed possible candidates and suggested that staggering terms will work better. There must be a minimum of 20 Corporators to vote on any proposed changes and a two-week notice for a special meeting must be given. There are 17 positions in all on the Board, as four new positions were added during the Corporator's Annual Meeting. The Board currently stands at nine members. A motion was made by Bill Low to call a Special Meeting of the Corporators on February 1, 2018 at 8:00 AM at the Auburn Public Library. The motion was seconded by Doris Bonneau and the motion passed. Proxy notices will be sent out and will be returned to Bill Low (Secretary).

Auction Committee: This year's Auction Committee is comprised of Susan Weiss, Barbara Trafton, Nicole Rancourt, Doris Bonneau, and Jonathan Labonte. They intend to meet once a month to track progress. The web site is www.32auctions.com/APL2018 and runs from May 30 to June 8, 2018. The goal for this year's auction, including sponsorships, is \$10,000, up from \$8,500 last year. Susan Weiss asked Trustees to look at the list of donors and sponsors from previous years. Nicole Rancourt created a Google spreadsheet listing all information on prior

sponsors and donors for Trustees. Susan Weiss asked each Trustee to go to the Google document and sign up for at least ten organizations or individuals to contact. The ten can include previous or new donors/sponsors. Susan also distributed a list of auction item categories. Susan Geismar will forward the Google document as well as a “script” to all Trustees. Nicole told the group that if a Trustee is having trouble accessing the Google document, to please contact her, Susan Geismar, or Bethany Lyons for help adding/changing the document. The document will keep all information about auction donations in one place (notes can be added) so contact is not duplicated. Susan Geismar asked that she be notified as soon as an auction item is finalized so it can be added to the auction site. Barbara Trafton noted that in 2018, we had 15 sponsors (14 paid and one in-kind – the Sun Journal) for a total of \$1,400 and sponsorships are a great way to add to our fundraising efforts. She noted that unique experiences and vacation packages sell well.

LPL Update: While there was no representative from the Lewiston Public Library present, Doris Bonneau gave an update from the December LPL trustee meeting. She said that the Friends of the LPL asked about possibly collaborating with the APL in restarting the Auburn Friends group. A follow-up is needed. Mamie mentioned that National Public Radio is doing a summer reading program and there is a possibility to collaborate with the LPL. Mamie also talked about the Reading Connects program, which is done in partnership with the LPL. The Book Reach Coordinator’s salary is split with the LPL. There was a discussion about newsletters and sharing patron contact information between both libraries. Mamie pointed out that state law prohibits the APL from releasing information about specific cardholders. The Auburn Public Library presently has about 11,000 card holders and an email newsletter is sent weekly to approximately 5,000 customers. Doris Bonneau suggested that a summer intern could work with both libraries on joint newsletters/communications. Mamie will talk to the LPL director about the possibility of putting links to the LPL on future APL emails.

Development Report: Susan Geismar reported that even with 12 fewer donators, total donations for December are up slightly from the same time period last year. She has started working on the auction and has also started culling and updating the development files. Susan reported that she has applied for a “Kars for Kids” grant which could be used for the jail Book Reach program, if awarded. She is also applying for the American Library Association Great Stories Club program.

Director’s Report: Mamie reported that the audit is being finalized. Auditors are working on the endowment and pension reporting. The March 21, 2018 Board of Trustees meeting will feature a presentation from the auditor. There will not be an additional Board meeting in February. Next meeting dates are February 1, 2018 and March 21, 2018.

Bill Low expressed his appreciation at the productive work of both the Governance Committee and the Auction Committee.

New Business: Barbara Trafton noted that 2018 is the International Year of the Bird and that many organizations including National Geographic and the Audubon Society will be conducting special programming. Bill Low also pointed out it is also the 100th Anniversary of the Stanton Bird Club. The group discussed how there could be an opportunity for high-interest programming around the topic and a possible collaboration with LPL on programming. Trustees agreed that Susan and Tom Hawyard have a wealth of knowledge about birding and may be good contacts for programming. Chewonki's Raptor program was also mentioned but they can be expensive (around \$500 for a program). Mamie told the group that the Children's Department program of 'Mr. Drew and his Animals Too' in early January drew over 115 customers to the library on a night with sub-zero temperatures.

Barbara Trafton made a motion to adjourn. The motion was seconded by Bill Low.

The motion passed and the meeting formally adjourned at 8:50 AM.

Approved February 1, 2018