

The Auburn Public Library
Board of Trustees
August 14, 2018
Conference Room
7:30 a.m.

Trustees: Sonia Buck, Alfreda Fournier, Doris Bonneau, Patricia Gautier, Nicole Rancourt, Barbara Trafton and Susan Weiss. Guests: Craig Tribuno, Cibo Café, Corwin St. Pierre, Cibo Café, Darby Ray, Lewiston Public Library. Staff: Mamie Anthoine Ney, Director; Susan Geismar, Development Coordinator and Michele D'Auteuil, Administrative Assistant.

Meeting was called to order at 7:34 AM.

Introductions were made, as Cibo Café owner/operators were present and new APL employee Michele D'Auteuil.

The minutes of June 23, 2018, were approved without discussion. Motion made by Nicole Rancourt and seconded by Alfreda Fournier.

Café Update: Craig Tribuno, the café owner, said construction of the space is coming along nicely. He stated the café is looking to open at the end of September. They have transformed the previous café's second room of seating space to a kitchen prep area. They will have a seating capacity for 22 people and have a goal of serving 50 guests per day. The expected hours of operation will initially be 7:00 am – 2:00 pm. They will begin by serving breakfast and lunch. Items to be included are coffee, baked goods and breakfast sandwiches and for lunch soups and sandwiches. Once business is going they will roll out pizza for dinner. Craig's marketing plan will consist of word of mouth and Facebook. His focus will be on the quality of food and service, not a high volume of customers to start.

Craig has been working with Amy Malikas, an Auburn kitchen designer who configured Rails in Lewiston, to help with his buildout. Craig and Corwin have met with the State Fire Marshall and all went well. Craig would like to extend thanks to Rick Duschesneau, the Library's maintenance coordinator, for being instrumental in getting this project moving along and for his knowledge of the building. In the café space they have made plumbing improvements and have installed an exhaust hood to keep the space cool. Craig did report that moisture came into the building during the last torrential downpour and they will be sealing the leaking areas of the exterior wall. Craig has experience with community collaborations and will do so at Cibo as well.

Parking: A meeting/walk-through of possible parking solutions will take place today, August 14, 2018, with City Manager Peter Crighton, the City's Engineer, the City's Economic Development Office, Mamie and trustee members to discuss parking. Barbara voiced concern that other area stakeholders should be included in the parking discussions. Doris and Alfreda echoed this sentiment. A letter from Mamie to the City Manager raised concerns that the parking issue needs a long term solution and that other stakeholders would benefit from being included in the discussion. Nothing has resulted from this communication with the City Manager's Office. Alfreda suggested continuing to apply pressure and send something in writing to the city over parking concerns. Barbara noted that the Library would like to be included in communications about the strategic planning of the city. Short-term parking solutions for large program participation is to ask Denny's to use some of their parking and having a shuttle from the parking garage to the library on days when large numbers are expected for programs.

Susan, Barbara and Alfreda voiced concerns over giving up any green space for parking. Not a viable option as getting children outdoors is important and they are advocates of the cause. Darby suggested contacting Sam Boss, Assistant Director, Community-Engaged Learning and Research Program at Bates College for information and help designing the best way to use the library lawn for programming.

Governance: Barbara stated the committee is looking at the by-laws and attracting new board members. They want high quality trustees that represent different/more demographics than it currently has. The Committee will have its next meeting August 22, 2018 and, hopes to have good candidate recommendations which could be presented at the Annual Meeting in Sept.

Annual Meeting: The Annual Meeting, as required by the bylaws, will be in September for the Corporators. The next trustees meeting will be held September 18, 2018. Barbara suggested doing a Google Survey to determine the best date for the upcoming annual meeting.

Behavior Policy Changes: Mamie has suggested changes to the policy based upon recent poor behavior she has witnessed. Darby stated that Lewiston Public Library has similar issues and in the last 6 – 8 months they have had Diane Larabee, paid by Community Concepts, there to help with individuals needing social services/information. Darby suggested speaking to Marcella at Lewiston Public Library for more information. An annotated copy of the changes is attached.

Susan motioned to approve the Behavior Policy Changes to the Auburn Public Library Customer Guidelines and Barbara seconded the motion. It passed unanimously.

LPL Trustee Meeting: Meetings will start up in September.

LPL Update: The Lewiston Library has joined the Downtown Lewiston Association, a 501(c)3 non-profit whose mission is to position The Downtown Lewiston Commercial Area as the cultural and economic heart of the region. Membership includes the business community, non-profit organizations, residents, and friends of downtown who share a collective vision for a vibrant and dynamic downtown in Lewiston. The LPL is replacing windows and doing elevator upgrades. Summer Reading went well and they will be starting their Fall Programming soon.

Director's Report: Mamie recently found evidence of camping/loitering on Library grounds. To help alleviate loitering changes that have been made include trying to turn off the outdoor electrical plugs, Mamie and Brian are looking at turning off the Internet after hours. Barbara suggested looking at outdoor building lighting and how that can be incorporated into the Capital Improvement Plan.

Maine Humanities is doing another news program which APL will be applying for a grant for. Mamie has contacted Judy Meyer from the Sun Journal to speak about the state of the current situation and is waiting to hear back from her.

January 1, 2019, marks the beginning of a year-long celebration of the City of Auburn turning 150. APL will be offering programs to go with the City's signature events which are New Year's, Happy Birthday Auburn, Memorial Day Parade and Homecoming.

The meeting was adjourned at 8:45, on Susan's motion and Barbara's second.

Auburn Public Library Customer Guidelines

Welcome to the Auburn Public Library. We value our customers and strive to treat them with courtesy and respect. We hope you find the library a comfortable and welcoming place. Please be considerate of the rights of others as you use this community facility.

You are welcome to...

Use our materials gently. Take them home to enjoy by using your library card.

Speak in conversational tones in active areas (e.g. Service Desks, Children's Room) and respect others' need for quiet spaces such as the Grand Reading Room.

Be considerate of others and communicate with respect

Use cell phones and other devices while being mindful of others. Set cell phones to vibrate and speak softly. Turn down volume on other devices, or mute in quiet areas.

Consume food and drinks. Beverages must be covered; food is limited to snacks/finger food.

Use restrooms appropriately.

Bring small personal items with you when you visit. No oversize items such as bedrolls, large suitcases or bags are permitted. You must keep your items with you at all times. Unattended items are subject to confiscation. The Library is not responsible for personal items that are lost, stolen or damaged on the grounds of the Library.

Ask the library staff if you have any questions or need any assistance.

Children of all ages are welcome to use library materials and participate in library activities; children under 8 must be at all times actively supervised by a parent/ caregiver 13 years or older

The following are prohibited:

Engaging in any activity prohibited by law.

Disruptive or unsafe behavior, including any conduct that interferes with the use of the library by others or with the functioning of the library staff or which may cause damage to library property.

Loitering at entrances or on library property.

Use of loud, abusive, threatening or insulting language.

Use of obscene or pornographic Internet sites.

Sexual harassment or misconduct.

Sleeping and offensive bodily hygiene.

All forms of tobacco, including but not limited to cigarettes, cigars, pipes, water pipes(hookahs), electronic cigarettes (vaporizers), and smokeless tobacco products on library property

Possessing, selling, distributing, consuming or being under the influence of any alcoholic beverage or controlled substance

Inappropriate clothing (e.g. absence of shirt/shoes, obscenity) and inappropriate physical contact.

Animals, except for service animals (dogs only) and animals which are part of a library program.

Rollerblading or skateboarding.

Soliciting or selling merchandise.

The Auburn Public Library reserves the right to prohibit persons who do not abide by these Guidelines from using its facilities and premises. Library personnel may ask persons who are exhibiting inappropriate behavior to modify their behavior. Noncompliance may result in the individual being banned from the library premises or in arrest and

prosecution. The Auburn Public Library Board of Trustees has established these rules of conduct (approved) so that library users and staff have a clean, pleasant and safe environment. We appreciate your cooperation.

Revised and approved: Aug. 14, 2018