

Auburn Public Library Board of Trustees

Tuesday, August 18, 2020

7:30 a.m. ZOOM Meeting

Present: Patricia Gautier, Katie Boss, Liza Dimitri, Nicole Rancourt, Lisa Cesare, Alfreda Fournier, Susan Weiss, Dan Hargraves, Doris Bonneau, Michael Malloy, Mamie Anthoine Ney, Director, Haley Warden, Adm. Assistant

1. Call to Order/Introductions: The online meeting was called to order at 7:38 a.m.
2. Claire Thompson from Austin Associates
Ms. Thompson gave the annual audit report to the Board. She spoke at length about the financial situations that the library is currently undergoing. The full document was discussed, over 25 pages.
There has been considerable work done on getting the endowment categories correct. Mike would like to see the actual list of donors with and without restrictions quarterly or semi-annually. It was suggested we have a review meeting with Maine Community Foundation.
The cafe rental by Cibo has become an issue. Corwin has rented from the library for a full year at this point, now entering his second year. Mamie suspended his rent payments for the few months the cafe was closed because of the pandemic. She is currently negotiating with him regarding the rent as business is still very slow.
Claire spoke about the city of Auburn owing the library \$10,400 from a few years back. Katie Boss said that she would look into the situation and help with the recovery of this money.
Claire also touched on the almost negligible change in assets.
3. Approval of the June 16, 2020 Board Minutes were passed after a motion by Dan and seconded by Lisa.
4. Auction/Covid Recovery Team Update: The Board canceled the Auction because of Covid-19. The Auction Comm decided to try to recover some monies by soliciting from donors until the end of June 2020. Mamie stated that the subcommittee needs to meet again to discuss any donations that were received and to discuss a way to honor those who donated. Nicole agreed that there was nothing new to add. An update will be ready by the September board meeting.
5. Gov. Comm: Approval of Director's FY2021 Goals: A motion was made by Susan and seconded by Alfreda to approve of Mamie's goals for FY 2021 as stated. All were in favor.

6. Director's Library Status Update: Mamie stated that the library has been underwhelmed since opening to the public; but recently things have started to pick up in terms of numbers of patrons visiting the Library. Only two times since reopening in June has the library been filled to capacity. Mamie is considering increasing the number of people that can visit at the same time. Curbside service is still working well and people are using it and enjoying the service. Interlibrary loan is back online. People love that service as well. All of these services will be re-evaluated each month to make sure that COVID precautions are being followed and things are running smoothly. Mamie also mentioned that the Lewiston and Bangor libraries are not open yet. These are large libraries and surprisingly not open to the public. The Auburn Public Library is still not open on Saturdays but may start with Saturday curbside soon.
The open position for our development director was discussed. Mamie has changed the parameters of the position and the governance committee needs to approve the changes. After that has been approved by the Board, the position will be advertised and held open for two to three weeks. It is imperative that we act quickly to fill this position. The loss of development monies has impacted our budget and our investments at MCF.
The annual meeting was discussed. Thoughts included a ZOOM meeting with a phone in option or a letter with a written consent form in lieu of a meeting. A motion was made by Susan and seconded by Alfreda to have a letter sent by September 10th as a substitute for the annual meeting. The motion passed.
The building's ventilation system was discussed and Mamie said it meets the standards for Covid-19 safety.
The library is hosting local census workers at an outdoor event on Thursday August 27th from 10:30 to 2:30 to work with people who have not taken the census.
7. Other Business: There was no further business to discuss, but it was mentioned to add the chat section of the Zoom meeting to the minutes. They were integrated into the minutes for this month. The Board as a whole needs to discuss this option at the next meeting.

The meeting was adjourned at 9:03 am.

Next Meeting: September 16, 2020

Accepted:

Liza Dimitri, Secretary

Date: _____