

Auburn Public Library Board of Trustees

Tuesday, April 20, 2021 7:30 a.m. ZOOM Meeting

Present: Doris Bonneau, Lisa Cesare, Alfreda Fournier, Patricia Gautier, Dan Hargraves, Heidi McCurdy, Mike Malloy, Nicole Rancourt, Susan Weiss, Mamie Anthoine Ney, Director, Haley Warden, Director of Engagement, Mariah Pfeiffer (LPL)

1. **Call to Order/Introductions:** The online meeting was called to order at 7:34 a.m.
2. **What have you been reading?** Interesting reads from everyone. Thank you for sharing your authors and titles.
3. **The March 16, 2021 Board Minutes** were approved after a motion by Alfreda and seconded by Lisa C.
4. **Director's Report** There are changes to the Library's lending periods. Included in the changes are the loan period for books which has been extended to three weeks. The Children's Librarian job description is being revised before the candidate search begins. The statistics look dismal because of the high cases of Covid-19 happening in Androscoggin County.
5. **"Fun" Raising Committee Update:** Nicole stated that \$9053 of the \$10,000 goal has been promised so far from sponsors with more coming in. The committee has decided to charge \$75.00 for each of the 100 bags. The bag value is currently @\$200.00. They are currently selecting the actual bags. The sale will run through the first two weeks in June and the advertising is beginning. Haley is doing the FB and website pieces for it.
6. **Conflicts of Interest:** Board member attorney Mike Malloy reported on the current 501C IRS regulations that prevent the assets of a non-profit from being used by anyone in an entity who is involved in decision-making. APL staff, Board members, and Corporators need to sign the Conflicts of Interest form

yearly. This form states that if there is a conflict of interest, the signer must sign a disclosure form. For example: a Board member who owns a business that participates in a Library fundraising effort would sign a disclosure form. The APL staff and Board Members will be asked to sign the Conflicts of Interest form in May through the mail. Corporators will be asked to sign the form at the Annual Meeting in September. This was approved on a motion by Susan, seconded by Doris.

7. **Virtual Events Policy** moved to next month's meeting.
8. **Director's Evaluation:** A reminder that the Director's Evaluation Survey will be live from April 26th to May 10th. Haley will send an email with the survey link to the Board, the staff, the Director, and the City Manager with directions.
9. **FY 2022 Library Budget:** Mamie submitted the Library budget request for FY 2022 to the City Manager. His requested budget being submitted to the City Council includes an increase to cover the loss of library fines money. Mamie is confident this will be approved.
The Library budget reflects an amount of revenue (\$171,000.) that needs to come from the Library itself. This is larger than what we have been responsible for in the past. The Board has control over some of the fundraising avenues such as the major spring/summer fundraiser. Other avenues such as the Annual Fund and the Book Sales depend on others. Volunteer Judith Parker is working with Assistant Director Suzanne Sullivan to reorganize the book sales. They are hoping to have one this summer at the outdoor Farmer's Market with help from the Board and the Library Ambassadors. If we sponsor an event, indoors or outside, we must submit a plan to the City of Auburn that states our strategies for complying with the Covid-19 safety requirements: masks, hand sanitizer, gloves, etc. Haley is working on the plan and will let us know if it is approved for this event.
10. **LPL May 6th 5:30 Zoom meeting** will be attended by Doris.

11. **LPL Board Report:** Thank you to Mariah Pfeiffer for joining us from LPL. She reported that the LPL FY2022 budget includes a request for a new tech position in the Children's Room. The LPL Board is currently reviewing their endowment financials and is planning to change to socially responsible investments. They are also doing a by-laws review. LPL is now open by appointment. To check the details about accessing the library, go to their website at <http://lplonline.org>
Mamie noted that the Portland and Bangor libraries are open, although Portland had to close once because of the Covid-19 numbers. Locally, the Auburn schools were fully remote the week before April vacation.

The meeting adjourned at 8:31 am. on a motion by Alfreda, seconded by Susan.

Next Meeting: April 20, 2021