

Camden Public Library Board of Trustees

Minutes of January 20, 2022 meeting, via zoom

Present: Pat Jones, Silvio Calabi, John Fitzgerald, Marti Wolfe, Betsy Perry, Elinor Klivans, Jeremy Pratt, Ken Gardner, Kristen Smith, Penny Abbott, Sara Serafini, Susan Fitzgerald, Susan Todd, Nikki Maounis
Dave Jackson. Absent: Colin Page

Meeting called to order at 4:02.

Pat Jones

Minutes of the November meeting were approved unanimously by a show of hands.

Nominating Committee. .

Elinor Klivans

- Elinor Klivans presented a proposal for two new Board members-
 - Jennifer Gromada,
 - Natalie Travia.
- There was discussion about each nominee.
- Both candidates have volunteered at various library events i.e. book sales, COC, brick sales, etc.
- Both candidates have previous board experience and will be valuable additions to the board.
- A nomination was made for Jennifer Gromada , seconded and approved .
- A nomination was made for Natalie Travia , seconded and approved.
- Jennifer's and Natalie's names will be sent to the Camden Select Board for confirmation.
- Jennifer and Natalie should be able to join the February board meeting.

Annual Election of Officers.

Elinor Klivans

- Elinor Klivans presented the slate of officers for the new year.
- There were no additions to the slate.
- A vote was taken using the chat box and sent to Nikki.
- The slate of officers was carried unanimously.
- Pat Jones, President (until her term ends in June 2022), Vice President, Silvio Calabi, Treasurer, John Fitzgerald, Secretary, Marti Wolfe Secretary. (Susan Todd will serve as secretary January - June 2022, to allow Marti to devote full time to Camden on Canvas)

Directors Report.

Nikki Maounis

- Nikki reported that there was a 2nd case of COVID-19 at the library.
- A 3rd staff member has COVID-19 in the household.
- As of today, January 20, 2022 there are no new infections.
- Curbside pickup has increased.
- The number of people through the door has increased. This includes families.
- The first half of the digitization of the Camden Herald is completed and online.
- Digitization has taken several years and has been expensive.
- Funding has been a mix of grants and donations.
- Some funding is still needed to complete the project.
- The second half is currently being digitized.
- This database is searchable and will benefit researchers, especially genealogists and people interested Camden's history.
- The digitization was highlighted on the front page of the January 20, 2022 Camden Herald newspaper.

Budget

Nikki Maounis

- Nikki presented the July 2022-June 2023 fiscal year budget.
- Library funding will be comprised of approximately 48% or \$523,000 from the Town of Camden.
- This is an increase of approximately 6% from last year for the Town of Camden.
- There was no increase from the town to the library budget for the fiscal year 2022.
- Balance of 52% budget of \$559,422 is from Camden Public Library through donations, endowments, fees, book sales, etc.
- The library will have to work diligently on donations, book sales, COC and Harbor Arts to meet its portion of the budget.
- There was discussion on the percentage of the town's funding to the library.
- It was agreed that previous support of 48% should be maintained with the hope to increase to 50%.
- Areas of increase in 2023 budget include staffing, full audit, and general expenses due to inflation.
- Increases in staffing allow the library to maintain open hours, and meet increased demands for curbside.
- Currently library is open 55 hours/week vs 64 hours/week pre-pandemic.
- Nikki was asked about staffing in the case of increased infections. A combination of rescheduling and limiting access to the reading room will be used in an effort to remain open.
- The library uses a combination of rental and purchase for books, streaming and ebooks.
- Rental services help to expand the availability and as well as control costs.
- There was question on purchasing new computers. Currently computers have been reconfigured to solid state and there is minimal need at this time for many new computers.
- The finance committee reviewed and recommended supporting the proposed 2023 FY budget.
- A vote was called to accept the budget.
- The FY Budget 2022-2023 was approved unanimously by a show of hands.

Strategic Plan

Nikki Maounis

- A discussion was had on the current library Strategic plan written in 2015 and implemented in 2016.
- Nikki questioned whether it needed to be revised or totally rewritten.
- A Strategic plan usually involves surveying the community, interviewing teachers and select board members for needs.
- What are next steps?
- A committee of Silvio Calabi, Pat Jones, Betsy Perry, Kristen Smith and Susan Todd will meet to make recommendations.

Finance Committee

John Fitzgerald

- John reported that the current finances are in a positive position.
- Strong market, donations, Camden on Canvas, and book sales have contributed to the bottom line.
- Nikki has worked hard to keep expenses in check.

Personnel Handbook**Nikki Maounis**

- Nikki presented changes to update the language in the personnel handbook.
- Changes will accommodate new Maine laws, dress code, gender language and the addition of the Juneteenth holiday.
- A vote was held to accept these changes and was approved unanimously by a show of hands.

Buildings and Grounds**Dave Jackson**

- Dave noted that tree work will be done on the grounds to address wooly adelgids in the hemlocks, a broken tree limb, and brown tail moth remediation.
- He hopes to have costs covered by a Project Canopy grant.
- 17 weddings scheduled for this summer, 1st one in May
- There was discussion to raise fees for weddings to \$1150 from \$950 for non-residents and \$750-\$950 for residents of Camden.
- This is for a 3 hour block and includes setting up of chairs
- There was discussion that current fees benefit those on a tight budget.
- New fees would be similar to other venues in the area.
- A vote was taken and the new fees were approved unanimously by a show of hands.

Development**Nikki Maounis**

- 79% of \$185,000 2022 fund raising goal has been met
- \$25,000 library board goal has been met
- Strong December numbers
- Number of donations is up 15%
- Dollar amount of donation is up 25%
- Development committee is seeking names for potential Millay members
- No summer party for Millay members, they will receive 2 complimentary tickets to COC
- Discussion was had on sending a complimentary book to Millay members, perhaps art themed. This will be taken under consideration.
- There will be no COC November auction in 2022.
- The development summary report from Jenni Parmalee was just submitted and will be sent to board members after the meeting.

New Business

- None

Meeting was adjourned at 5:20pm.

Next meeting: February 17 at 4:00pm.

Respectfully submitted,
Susan Todd, acting secretary