

Camden Public Library Board of Trustees

Minutes of the February 13, 2025, meeting conducted via Zoom.

Attendance

A quorum was in attendance.

Present on Zoom: Marisa Baskin, Erin Donovan, Patty Eddy, Jake Gerritsen, Jennifer Gromada, Jana Mohr Lone, Jeremy Pratt, Elizabeth Senders, Kristen Smith, Natalie Travia, Larry Ward, Christina Young

Absent: Ken Gardiner, Heather Shanklin, Kendra Watkins

Non-Board Members Present: Jill Conner, Dave Jackson, Kristy Kilfoyle, Alison McKellar, Russell O'Bryan, Lynne O'Leary Annis

1. The meeting was called to order at 4:02 pm EST by Kristen Smith.
2. There was no public comment.
3. Kristen Smith introduced the newest Trustee, Jana Mohr Lane.
4. The minutes of the January 16, 2025, meeting were approved.
5. Kristen Smith introduced Jill Conner. Jill has worked at Camden Public Library (CPL) for 2 years. Originally from Iowa, Jill moved to Chicago for college and stayed for 16 years, working at a law office. Jill moved to Maine in 2022 and started volunteering at the library. From there, she was asked to join the staff working on the Circulation Desk. Recently, Jill has also started working one afternoon a week with Wyatt in the History Center. In her free time, Jill is a freelance writer.
6. Kristy Kilfoyle presented the Director's report, adding the following:
 - a. There are two new weekend circulation technicians; Regina Driscoll and Jan Latimore.
 - b. Kristy gave a presentation on the Internet Safety Policy and the Library Bill of Rights.
 - c. The historic architect and engineer are pulling together final details for CPL to send to FEMA to generate new cost estimates.
7. Liz Senders provided a financial update.
 - a. January financial reports were not available at the time of the meeting.
 - b. The Finance Policy was updated to include parks. A motion was made to adopt the policy. The motion was approved.
 - c. Jeremy Pratt reported that Coastal Copper has been served papers, there is a docket number, and we are awaiting a court date, which will probably be in June or July.
8. Russell O'Bryan reviewed the Facilities report, with the following additions:
 - a. Kristy Kilfoyle reported that CPL is still looking at carpet samples and flooring providers.
 - b. Kristy Kilfoyle reported that at this time the Library owes money for the completed emergency repairs and the historic architect and engineer, both of which should be reimbursed by FEMA at 75%. There are questions as to whether we will be reimbursed

for what we've already spent and if the project will still go forward. There is uncertainty about whether CPL will get the money from the state or if the federal government holds it. It is Kristy's understanding that once a grant is obligated, it's like a contract and is legally binding. FEMA is proceeding without any stops at this point.

- c. Alison McKellar suggested that Kristy reach out to Audra Caler to get existing renderings which may satisfy FEMA's request for drawings for mitigation options for Harbor Park.

9. Dave Jackson reviewed the Parks report.

10. Larry Ward provided an update on the Book Sale Committee.

- a. The Winterfest book sale was successful, making \$1,150. The next book sale is February 22, 2025. The committee is looking for volunteers during the sale from 10am – 4pm and also to help with set up on Saturday, February 15, from 10am – 12pm.

11. Liz Senders provided an update on Camden on Canvas.

- a. There are 23 artists confirmed for the new summer art event.
- b. Liz Senders would like to rename the Camden on Canvas Committee. After discussion, a motion was made to change the name to the Art Auction Fundraising Committee. The motion was approved.

12. Old Business

- a. Kristen Smith opened discussion on the proposed Camera Policy which was voted on via email. A motion was made to allow the CPL Executive Director to place security cameras facing key public areas and entryways until such time as the Board approves a policy regarding the use of video cameras at the library. The motion was approved. Kristy Kilfoyle is working with Seacoast Security on a range of security solutions.
- b. Kristen Smith deferred discussion of the Photo Policy until it can be separated into two policies, one for still photography and one for video.
- c. Natalie Travia discussed committee memberships. Each board member should be on at least two committees. Natalie will reach out to all Trustees to review their committee memberships and either confirm or adjust depending on each person's interests and skills. Everyone should also continue to think about potential Board members.

13. New Business

- a. Kristen Smith noted that the Trustees don't meet during March, to allow time to contact Select Board and Budget Committee members about the proposed Library budget. Kristen will circulate a list for each Trustee to pick someone to contact about the proposed Library budget. Kristy Kilfoyle is working on the budget; she is hoping to increase the collection budget after the recent deaccession project and is also looking at places to cut. She will provide a rough figure to the Town by Friday, February 14.
- b. Kristy Kilfoyle presented the Internet Safety Policy. There will be a brief public meeting. The Board of Trustees will vote on the Policy at the Trustees meeting in April.
- c. Jennifer Gromada announced that MRCAC's final report will be reviewed by the Select Board on Tuesday, February 18. CPL will prepare a response to the warrant once it is available. Natalie Travia is collecting all documents related to Harbor Park. These will be available for all Trustees in the shared drive. Each Trustee should be able to represent the Library when discussing Harbor Park. Marisa Baskin reported hearing positive comments about the Library's approach to Harbor Park. Jeremy Pratt asked whether

NOAA funding will still be available. Allison McKellar reported that the requested grant funding is from funds already appropriated by Congress, and NOAA says they have the funds.

- d. Natalie Travia asked if the Library staff needs assistance with the reorganization of the non-fiction section during the last week of February. At this time, Kristy thinks they can get it done in four days without additional help.

14. The next Camden Public Library Board of Trustees meeting is April 17, 2025, at 4:00pm.

15. A motion to adjourn the meeting was made at 5:36pm EST. The motion was approved.

Respectfully submitted,
Jennifer Gromada