

Camden Public Library Board of Trustees

Minutes of the November 20, 2025, meeting conducted in person and on Zoom.

Attendance

A quorum was in attendance.

Present in person: Will Dailey, Patty Eddy, Jennifer Gromada, Liz Senders, Heather Shanklin, Kristen Smith, Natalie Travia, Kendra Watkins, Christina Young

Present on Zoom: Jake Gerritsen, Larry Ward

Absent: Silvio Calabi, Erin Donovan, Jeremy Pratt

Non-board members present in person: Kristy Kilfoyle, Alison McKellar

The meeting was called to order at 4:00 pm EST by Kristen Smith.

1. There was no public comment.
2. The minutes of the October 16, 2025, meeting were amended to correct the misspelling of Patty Eddy's name and to clarify that the September 18, 2025, meeting minutes were approved without any amendments. Motion to approve passed unanimously.
3. Kristy Kilfoyle presented the Director's report, adding the following:
 - a. A Maine State Historic Buildings Grant application will be submitted in December.
 - b. Kristy provided more information regarding the recent alleged attack on Atlantic Avenue. Nothing was captured on the Library's cameras. Alison McKellar forwarded additional information from the Camden Police Department.
 - c. Baker & Taylor, one of the major book distributors just closed. Ingram now has all the B&T customers, which is creating shipping delays. As a result, CPL is buying more books through Amazon.
4. Liz Senders reviewed the Treasurer's report, adding the following:
 - a. The fiscal year is incorrect on the 7-page report and will be updated.
 - b. \$150,000 was received from the town for building repairs.
 - c. \$11,610 was received from FEMA.
 - d. CPL is still waiting for \$120,000 from FEMA
 - e. Merchandise sales are going well. Merchandise is on display in the Rotunda.
 - f. The Wabanaki signage project will be included under program expenses but is being underwritten by an anonymous donor.
 - g. The annual appeal is underway, with a strong positive response received to date.
5. Kristy Kilfoyle reported on the Personnel Committee activities, noting
 - a. A change to the personnel manual will be drafted to reflect that CPL will pay the difference between employee's salaries and PFML payments for parental leave.

- b. Laurie Bouchard will identify any necessary legal changes to CPL's Personnel Policy. While effective January 1, 2026, these will need to be reviewed and approved by the Trustees.
6. Kristy Kilfoyle announced that the Strategic Planning Committee will be meeting on December 8 at 4:00pm.
7. Natalie Travia reported on the Book Sale Committee activities, noting
 - a. There will be a selection of giftable books for sale in the Rotunda through the end of the year.
 - b. Sue Hopkins – who sells books for the library at 10 Mechanic – bought excess pictures and photographs from the library storage unit for \$1,000.
8. Old Business
 - a. Natalie Travia reported that James Francis has completed research for the signage project to provide education on Wabanaki history, culture, and language. There will be three signs: one inside the Library providing an overview of the project; one in Harbor Park describing village life; and one at Shirttail Point focusing on the river and Mt Battie. Signs will be erected in spring 2026. A motion was made to approve placement of one Wabanaki sign in Harbor Park pending identification of a specific location and possible relocation after Harbor Park renovations are completed in 2027. The motion passed unanimously.
 - b. Alison McKellar requested a replacement representative for Marisa Baskin on the FEMA high water signage project. Silvio Calabi was identified.
 - c. Kristen Smith reopened the discussion about having a teen join the Board of Trustees. Heather Shanklin suggested that teens apply in the spring and join at the start of the school year. It was also suggested that a current senior may serve as a test case. More details and a plan are required.
9. New Business
 - a. Kristy Kilfoyle reviewed the Amphitheatre / Harbor Park rental agreement. A motion was made to increase non-resident fees to \$1,450 for the first three hours. The motion passed unanimously.
 - b. To encourage children's reading practices, Kendra Watkins proposed the Library develop a scholarship program tied to reading. After a generative discussion, no action was taken.
 - c. Kristy Kilfoyle stated that masons working on the building exterior recommend sealing the chimney. Funds from the FEMA check will be used for this expense.
 - d. Will Dailey announced that lumber for the book shed shelves will cost ~\$600. Kristy stated that the expense can be charged to CPL's account at Rankins.
10. The next CPL Board of Trustees meeting is January 15, 2026, at 4:00pm. This will also be the Annual meeting of the Board of Trustees at which the 2026 officers will be elected. Anyone interested in an executive position should notify Natalie Travia.

11. Kristy Kilfoyle reminded everyone to sign the Board Commitment document and bring it to the January Board of Trustees meeting.

12. A motion to adjourn the meeting was made at 5:25pm. The motion passed.

Respectfully submitted,
Jennifer Gromada