

Camden Public Library Board of Trustees

Minutes of the October 16, 2025, meeting conducted in person and on Zoom.

Attendance

A quorum was in attendance.

Present in person: Kristy Kilfoyle, Natalie Travia, Kendra Watkins, Christina Young, Jeremy Pratt, Silvio Calabi, Kristen Smith, Heather Shanklin, Will Dailey, Jake Gerritsen, Liz Senders, Larry Ward

Absent: Jennifer Gromada, Erin Donovan, Patty Eddy

Select Board Members in attendance: Alison McKellar & Susan Dorr

The meeting was called to order at 4:05pm EST by Kristen Smith.

1. There was no public comment.
2. The minutes of the September 18, 2025, meeting were approved.
3. Kristy Kilfoyle presented the Director's report. She announced that the library received a grant of \$1250 to update the library's staircase display to include Wabanaki narratives. Kristy issued a reminder about the upcoming Millay programs and encouraged the Trustees to attend.
4. Kristy Kilfoyle gave a presentation on the Library's Strategic Plan survey results.
5. Liz Senders reviewed the Treasurer's report, adding the following:
 - a. \$50,000 day reflected in Sept. Financials. We are in good shape in terms of fundraising for TY.
 - b. Unexpected expenses – Kristy and Susan D'Amore have created a major projects line in the budget to better reflect the budgeting of larger capital expenses like the update to the security system.
 - c. Professional development – This line is higher, due to the emphasis on staff training in the Brant Grant proposal.
 - d. In addition to training, the Brand Grant is also covering our Minerva/ILL expenses.
 - e. Silvio asked why the library is on a different calendar year. Alison mentioned that it would require a change to the Town charter.
6. Natalie Travia reported on the Harbor Park Special Committee activities.
 - a. The Town held a successful meeting with the NFWF folks, and we should find out in Early November.
7. Larry Ward reported on the Book Sale Committee activities, noting
 - a. The shed book sale was held the weekend of October 3-5 and raised \$4,721. The shed is low on inventory; particularly high-quality fiction published within the last 10-15 years. Larry is anticipating that the next sale will be at Christmas

by the Sea. He also gave a shout-out to Miss Stefanie for her generous donation of five boxes of very high-quality children's and teen fiction. A big thanks goes out to Trustee Will Dailey for taking on a project to expand the shelving in the book shed this winter.

8. Silvio Calabi reported on the Facilities and Grounds Committee activities, noting
 - a. This committee is planning to meet the Tuesday before each Trustees' meeting. In their first meeting, they went over the charter, reviewed the punch list for projects and discussed Dave Jackson's resignation.
 - b. Discussion of the role of F&G committee. Informally, the groups decided not to expend a lot of manpower in Harbor Park over the next period, because of the pending/forth-coming work relating to the removal of the dam.
 - c. The Trustees discussed how to honor Dave, since he already has a bench in Harbor Park. The idea was proposed that donation can be made to the collection in his honor, perhaps the gardening section. Kristy said that she would reach out to ask Dave himself what kind of celebration he would like.

9. Old Business
 - a. The Board retreat will be Monday, October 20, 2025, from 4-8 p.m. at the Lord Camden Inn at the top of the second floor staircase.
 - b. The Board discussed the Patron Code of Conduct adopted at our last meeting and whether to add the prohibition of firearms. After some democratic discussion, the proposed addition was removed from the table, citing the possibility that the posting of such a policy might draw the staff into debate with patrons.
 - c. Heather Shanklin updated the Trustees on the prospect of a teen trustee. She has one interested candidate who loves the library. The Trustees will work to develop a job description. This candidate will begin once we have that and subsequent terms will start in September. The Teen Trustee position would be open to Five-Towns students and to homeschooling teens.

10. New Business
 - a. Kristy Kilfoyle presented a new Salary Administration Policy and a Grades and Salary Ranges grid for Library employees. Discussion ensued.
 - b. Heather Shanklin moved to approve the new Salary Administration Policy. Jacob Gerritsen seconded. The vote was unanimous.
 - c. Heather Shanklin moved to approve the 2025 Grades and Salary Ranges implementation as proposed with the next pay cycle. Larry Ward seconded the motion. The vote was unanimous.

11. The next CPL Board of Trustees meeting is November 20, 2025, at 4:00pm.

12. A motion to adjourn the meeting was made by Heather Shanklin at 5:12 pm. The motion was approved. The vote was unanimous.

Respectfully submitted,
Kristy Kilfoyle