

Camden Public Library Board of Trustees Minutes of the Meeting of May 20, 2021, via Zoom

In Attendance:

John Fitzgerald, Susan Fitzgerald, Ken Gross, Dave Jackson, Pat Jones, Bob Falciani, Elinor Klivans, Nikki Maounis, Colin Page, Betsy Perry, Jeremy Pratt, Sarah Serafini, Kristen Smith, Susan Todd, and Marti Wolfe
Absent: Penny Abbott, Silvio Calabi, Ken Gardiner, Colin Page

Welcome: Pat Jones

The meeting came to order at 4:00 PM. Pat welcomed Bob Falciani, Town of Camden Select Board Chair. Pat explained that Jenna will not be running for another term on the Select Board; therefore, Bob will serve as the acting liaison. Pat asked about progress on the seawall. Bob explained that a substantive direction for the Montgomery Dam will not occur until next year. Discussion ensued regarding the temporary repair of the seawall. Nikki shared that the Library has a quote to push the capstones of the seawall back into place. This repair will not impact the decision of the Town regarding Montgomery Dam.

Minutes of April 15, 2021, were reviewed. The minutes were amended as needed and unanimously approved by roll call vote.

Director's Report: Given the changes in CDC guidelines and restrictions (Covid 19), a plan is in place for the partial reopening of each floor. Most notable is the message to patrons regarding mask-wearing in the building, "We wear masks because we care about our children. We ask you to do the same." Nikki explained that without a mandate from the State, we don't have the same power to enforce mask-wearing. All staff members will be "fully vaccinated" by summer. Discussion ensued regarding mask-wearing and the safety of unvaccinated children.

Sometime in June, we will implement the reopening plan. It is important for everyone that the Library re-open slowly and methodically.

First Floor:

- Open 11 to 6 with grab and go philosophy in place & no seating in the Library
- No more tags
- No public computers indoors & laptop checkout in place
- Picker room will continue as a staff work-station & a place to process deliveries. Regular use will resume sometime in the fall.
- Maine Library Commission plans to recant the quarantine measures
- Curbside pick-up continues
- No indoor programs now and throughout the summer

Second Floor:

- Open for public service 1:00-5:00 PM Monday - Friday; add Saturday after 7/1/21
- Open by appointment at other times

Third Floor:

- Open for individual study to those with a library card from 1:00 to 5:00 Monday - Friday
- One person per table (not a meeting space)
- Wipes available to clean tables, but not wiped down after use
- No printing or computer use
- Unstaffed
- Exploring camera system for the Reading Room

Programs will be outdoors and virtual. Miss Amy is adding a second outdoor Story Hour. The number of attendees to virtual programs is high.

In summary, plans to reopen will start in a few weeks. Nikki plans to hire a new staff member after July 1, 2021. Nikki asked for feedback from Trustees. There was general agreement with the reopening plan.

Other Items:

Nikki informed the Board about her conversation with Audra Caler Bell, Town Manager. They discussed how the Town Office and Library plan to handle the easing of Covid restrictions. Nikki explained to Audra that the Library is looking at a simple repair to the seawall vs. rebuilding. Nikki is looking into whether or not the seawall maintenance will require a permit.

Finance Committee: John Fitzgerald

John opened by explaining that he will be traveling in June and September. However, he will run the June and September Finance Committee meetings the week before the Board of Trustee Meetings. John will not attend the Board of Trustee meetings in June and September. Next, John reported that financial reports for both May and the Year to Date report look great. The results of fundraising efforts have been terrific. The CPL fund is performing well. The Maine Community Foundation (MCF) reports that the Centennial Fund, the endowment fund started in 1991, is also doing well. MCF reports to CPL twice a year on the investment strategy and the growth of the fund. Some final notes on finances: CPL received two large Millay donations. The Fall Harbor Arts & Books fundraiser will be held in October 2021.

Facilities and Parks: Dave Jackson and Ken Gross

Dave reported that the oak trees have been treated for Brown Tailed Moth (BTM). Since that time, a few more (BTM) nests have been reported. Doug Johnson at Treekeepers will address the issue. Social distancing requirements and the limit of 75 guests to weddings in the Amphitheatre have been removed. The use of masks is being left up to individual parties. Dave Jackson and Amy Rollins will begin walking tours the last Friday in June. Lastly, Dave received the *Spirit of America Award!*

Ken Gross presented an update on the Siemen's Project.

- The LED lights are nearing completion. Currently, the "old controls" are operating. In two more weeks, the graphical user interface will be in place to enhance our ability to check settings. The old boiler and burner have been removed, and two propane boilers will be installed. Propane exhaust will exit through the side of the building instead of the chimney. After the old oil tank in the staff parking lot is removed, new propane tanks will be placed under the trees. Other facility news includes the following:
- Pen Bay glass will replace the clouded windows and doors in Centennial Wing during the second week of June.
- Seawall capstones will be pulled back into place. CPL will probably use the facility budget line for this work.

Camden On Canvas: Marti Wolfe

Marti shared the progress in planning the Camden On Canvas Fundraiser from July 30 to August 1, 2021. The talented CPL staff has been instrumental in moving pieces of the event planning forward: sponsorship kits, postcards, postings on calendars of events, preparing the event brochure, designing the poster, setting up the website landing page, and most recently designing a rack card for promotion. A mailing for Trustees and past Trustees is planned for mid-June. This mailing will include 6 to 8 rack cards for distribution to friends, family, and acquaintances. CPL will hire Stone Cove catering and Windfern Ensemble for the reception. About 60 small, short patio tables are needed for the event. Marti is asking Trustees to lend a hand and bring a collection of such tables, your own and those you borrow from neighbors and friends to the Amphitheatre on Sunday morning. Label all the tables you drop by placing a piece of painter's tape on the top. Write your last name on the tape of each table. Do this for every table you are dropping off for the event. Patio tables will be covered with an elegant 20" x 20" napkin. Please pick up the tables after the event.

Book Sales: Susan Fitzgerald

Susan recapped book sale results:

- Sales for July 1 through April 30 stand at \$17,107

- Three channels for book sales include 1) physical book sales in the Rotunda 2) online sales through Amazon 3) donated sales space at Antiques at 10 Mechanic.

By far the bulk of the revenue has come from Rotunda sales, however, Amazon and dealer sales have gone well, and in the six months that we've had books at 10 Mechanic generating nearly \$1,500.

Upcoming sales include:

- Four-day sale concurrent with Camden on Canvas (shed and a large tent on the lawn north of the Meadow Parking Lot)
- Four-day sale in 2 tents on the front lawn of the library during the fall Harbor Arts and Books Festival.

Susan will be rotating off the Board next summer, 2022. It is generally good to have someone on the Board in charge of the book sale to work with a team of volunteers. Susan shared that although she is the "face" of the book sale, she has a wonderful group of people helping to carry the load. Now is the time to begin thinking about who might be willing to do the job. Susan will contact volunteers in the next couple of weeks about the upcoming sales. She will also share the news that she is stepping down next summer. She is open to talking with interested volunteers or Trustees interested in becoming more involved with the book sale. Interested folks should consider spending time working at the Harbor Arts and Books Sale this fall. Susan is happy to answer questions now or later.

Meeting adjourned at 5:39 PM

Respectfully submitted,
Marti Wolfe