

# Washburn Memorial Library

Board Meeting

February 8, 2018

**Present:** Christina Maynard, Heidi Silver, Londa Brown, Donna Turner, Rita Kingsbury, Charlotte Griffin, Laurie Blackstone

## Secretary's Report:

Rita motioned to accepted the secretary's report as presented. Seconded by Charlotte.

## Librarian's Report:

Typed statistics were presented. Londa did a presentation on MARVEL!. MARVEL! is funded by Colby, Bates, UM system and E-rate. We can only access ancestry through the library IP address. It is only available to Maine residents. It is a very rich resource for students. It has academic journals which are peer reviewed. It is html full text and you can read it or listen to it. You can also open some in pdf form. You can also see the full magazine. It has magazines such as US News, Time, Newsweek etc. (all free) You can also get Maine newspapers. Londa will try to use 5 minutes each meeting to show us something new from MARVEL!.

## Financial Report:

Donna presented us with this year's proposed budget. Every department under salary/benefits increased. Utilities down by \$100. Telephone increased a little. Maintenance left the same. Supplies left the same. Library supplies dropped. Library allowance up \$250. Which calculates to an overall increase of \$560. Next budget meeting will be at the Civic Center on Monday March 12<sup>th</sup> at 6:00PM. Please attend this important meeting if possible.

## Old Business:

Dwayne Thompson's bid came in at \$11,900 for work on the front steps. Donna would like him to be at the next Library board meeting. Rita brought up what Gary Cole said about the void under the steps so that he would be made aware. Dwayne could do the work around end of May or first of June.

Donna will put the Thompson Fund money into Maine Community Fund on Monday.

Londa had a book club meeting with five in attendance. They will meet the last Monday of the month at 11:00AM and books will be chosen.

Website is almost ready.

## New Business:

There was discussion relating to getting rid of fines. Lois had people bringing in food for the town food pantry in lieu of fines. It will need to be changed in the by-laws if we decide to take action.

## Point of Information:

There is no fee for out-of-town people to become a patron of our library.

There will be voting on March 19<sup>th</sup> and a town meeting on March 20<sup>th</sup>.

Our next Library board meeting will be Thursday, March 15<sup>th</sup> at 5PM.

Donna motioned to adjourn. Meeting adjourned at 5:52PM.

Respectfully submitted,

Laurie Blackstone

Next mtg. April 12 @ 5:00

8-14 days (rain?)  
Trombley - Cement





**Custom Budget Report**

**Expense**

	2015 Budget	2015 Actual	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Initial
Dept: 70 Library CONT'D							
Administrative Costs							
08-02 Dues & Subscriptions	250.00	250.00	250.00	250.00	350.00	350.00	500.00
08-04 Postage	100.00	98.00	100.00	100.00	100.00	97.50	100.00
08-05 Training	350.00	215.60	350.00	185.00	200.00	0.00	100.00
08-09 Library Allowance	3,250.00	3,547.62	3,500.00	3,900.99	4,000.00	4,530.57	4,250.00
08-14 Technical Support	1,700.00	1,690.00	1,700.00	1,690.00	1,700.00	1,690.00	1,700.00
Miscellaneous	5,650.00	5,801.22	5,900.00	6,125.99	6,350.00	6,668.07	6,650.00
99-03 Special Events/Activities							
Miscellaneous	300.00	252.85	300.00	287.40	300.00	255.61	300.00
Library	47,937.00	45,263.48	48,380.00	46,886.14	49,572.00	49,380.19	50,132.00

February 2018

### Librarian's Report

I am sorry I am not able to be with you tonight.

The Memorial List is complete for the year. Folks have been very generous in their giving.

The statistics for January are showing a quiet month. We did have two days that the library was not open. And you can see the two year's previous numbers to compare.

Materials checked out was down also.

Next, you have the year's statistics for checkouts, records added and patrons added.

Also on that paper is a total of fines that are owed to the library. It is an astounding amount which we will never get but the \$165.10 in fines for 2017 is a good little amount.

The holdings report is next. Note the copyright date average.

Toddlers story time has been well attended even on these less than ideal days.

The Girl Scouts continue to meet on Fridays at 3pm.

The WML Book club had a good first meeting with 5 people present. We will be meeting the last Monday of the month at 11am. We are hoping others will join us.

I am working on the town report and the state annual report.

I have met with Donna about this next year's budget. It will be slightly higher than last year's but not by too much.

The new computer is working great. I am still learning Windows 10.

Thank you.

Lois

Washburn Memorial Library Memorials 2017

In memory of **Joyce Fox** Birds and Blooms Magazine given by Rita Kingsbury.

In memory of **Jessie and Jeremy Fox** Above & Below illustrated by Manako Clulow, Secrets of the Apple Tree by Carron Brown and Alyssa Nassner and Nibbles the Book Monster by Emma Yarlett given by Rita Kingsbury.

In memory of **Glenna Bragg** Peek-a-Boo Zoo! and Peek-a-Boo! You by Jane Cabrera given by Wayne & Barb Churchill and Don & Carolyn Rossignol.

In loving memory of **James E. Hodde, Jr.** Groovy Joe Ice Cream & Dinosaurs by Eric Litwin given by Stacey, Christine, Taylor and Aaron Skinner.

In memory of **Margaret Barker** The Girls We Love DVD, 350 Classic Cartoons DVD, A Tale of Two Cities DVD, Betty Boop DVD, The Great Rupert DVD, Santa Claus Conquers the Martians DVD, Finding Home DVD, Shiloh and Shiloh Season DVD, Joe Dirt DVD, Wild Rio DVD, The Dry Land DVD, 12 Bible Stories DVD, Casper Meets Wendy DVD, The Jurassic Collection DVD, The Ultimate Cartoon Collection DVD, Love On the Side DVD, The Bear DVD, Deep Blue Sea DVD, Frank DVD, The Legend of Rin Tin Tin DVD, 100 Cartoon Classics DVD, 150 Cartoon Classics DVD, The Messengers DVD, Pure Country and Pure Country 2: The Gift DVD, Horror Collector's Set DVD, Missing in America DVD, The Adventures of Skippy DVD, Sandy the Seal DVD, Happy Holidays Collection DVD, Laurel and Hardy Vol. 1 DVD given by Dale and Cece Rossignol.

In memory of **Richard Porter** Solace by Tim Caverly and Franklin Manzo, Jr. given by Autumn Creasey.

In memory of **Richard Porter** Olive Kitteridge by Elizabeth Strout given by Gene and Londa Brown.

In memory of **Glenice Huston** – money for the memorial fund given by Ruth Duncan, Donald and Janet Peary and James and Lori McKeen.

In memory of **Elizabeth Alice Dorothy Sines** The Adventures of Laura & Jack, Pioneer Sisters, Animal Adventures, and Laura & Nellie adapted from the Little House Books by Laura Ingalls Wilder given by Bob, Sarah and Isaac Sines.

In memory of **William Tactikos** Careers in Law Enforcement by Coy H. Johnston given by Washburn Rotary Club.

In memory of **Fred Clayton** Corvette 60<sup>th</sup> Anniversary by Auto Editors of Consumer Guide given by Art and Charlotte Griffin and Paul and Betty Griffin



In memory of **Janette Barker** – Winter Storms by Elin Hilderbrand and Sweet Tomorrows by Debbie Macomber given by Don, Pam, Troy and Adam Wilcox

In honor of **Hannah and Jack Tanguay** Happy Thanksgiving, Curious George given by Aunt Lois.

In honor of **Clara Jean Walton** Mary Engelbreit's Nursery and Fairy Tales Collection given by Grammie and Gramps Walton.

In memory of **Tim Humphrey** Typewriters by Tom Hanks, The Magnus Chase Trilogy by Rick Riordan, The Sword of Summer, Hammer of Thor, and The Ship of the Dead, given by Jane Humphrey.

In memory of **Calvin O'Clair** This Old Tractor: A Treasury of Vintage Tractors and Family Farm Memories by Michael Drengni, John Deere Yesterday and Today by Robert N. Pripps, Greatest Hunting Stories Ever Told: Twenty-nine Unforgettable Tales by Lamar Underwood and American Hunter: How Legendary Hunters Shaped America by Willie Robertson book and audio CD given by Jackie O'Clair.

In memory of **Gwendolyn McBurnie**, a gift of money for the memorial fund and Wildflowers of New England by Ted Elliman given by Terry and Molly Hafford.

In memory of **Gwendolyn McBurnie**, a gift of money toward a new circulation desk computer given by Andrew and Donna Turner.

In memory of **Janette Barker**, Hummingbirds: A Life Size Guide to Every Species by Michael Fogden given by the Flannigan Family.

**Circulation Statistics By Item Report Class : 01/01/2018 to 01/31/2018**

Item Report Class	Checked In	Checked Out	Renewed	In-House Use	Booked
000 - 099	1	1	0	0	0
100 - 199	1	0	0	0	0
200 - 299	0	0	0	0	0
300 - 399	0	1	0	0	0
400 - 499	0	0	0	0	0
500 - 599	2	2	0	0	0
600 - 699	4	7	0	0	0
700 - 799	1	2	0	0	0
800 - 899	1	1	1	0	0
900 - 999	1	5	4	0	0
Audio Book	5	2	3	0	0
Biography	1	3	1	0	0
Collective Biography	0	0	0	0	0
Computers	0	0	0	0	0
Easy Book	47	29	3	0	0
eBook	0	0	0	0	0
Fiction	111	96	27	0	0
J Audio Books	0	0	0	0	0
J Biography	0	0	0	0	0
J Collective Biography	0	0	0	0	0
J Fiction	23	10	3	0	0
J Non-Fiction	4	1	0	0	0
Kit	0	0	0	0	0
Magazine	9	6	0	0	0
Reference	0	0	0	0	0
Undefined	4	4	2	0	0
Video	0	0	0	0	0
<b>Total</b>	<b>215</b>	<b>170</b>	<b>44</b>	<b>0</b>	<b>0</b>

**Circulation Statistics By Patron Report Class : 01/01/2018 to 01/31/2018**

Patron Report Class	Checked In	Checked Out	Renewed	Booked
Non-Resident Adult	31	30	13	0
Non-Resident Juvenile	0	0	0	0
Resident Adult	134	111	27	0
Resident Juvenile	40	23	4	0
Staff	10	6	0	0
Teacher	0	0	0	0
<b>Total</b>	<b>215</b>	<b>170</b>	<b>44</b>	<b>0</b>



Sept. 2017	P	R	C	Oct. 2017	P	R	C	Nov. 2017	P	R	C	Dec. 2017	P	R	C	Jan. 2018	P	R	C			
1	14	0	4	1x	1	10	0	9	1	20	2	4	1x	1	2	4	1x	1	2	4		
2	x	x	x	2	15	0	13	2	13	0	5	2x	x	x	2	8	0	9	2	8	0	
3	x	x	x	3	20	0	21	3	22	0	17	3x	x	x	3	7	0	1	3	7	0	
4	x	x	x	4	32	0	36	4x	x	x	x	4	17	0	4	8	0	2	4	8	0	
5	13	0	24	5	12	0	34	5x	x	x	x	5	13	1	5	5	0	0	5	5	0	
6	13	0	16	6	11	0	3	6	14	3	8	6	6	1	0	6x	x	x	6	6	1	
7	14	0	20	7x	x	x	x	7	21	0	10	7	12	0	5	7x	x	x	7	12	0	
8	16	0	6	8x	x	x	x	8	13	1	5	8	6	1	8	8	12	0	8	12	0	
9	x	x	x	9x	x	x	x	9	14	0	11	9x	x	x	x	9	12	0	9	12	0	
10	x	x	x	10	39	1	30	10x	x	x	x	10x	x	x	10	11	0	6	10	11	0	
11	20	0	13	11	11	0	9	11x	x	x	x	11	15	0	9	11	8	0	11	15	0	
12	14	0	9	12	18	0	20	12x	x	x	x	12	9	0	1	12	9	0	12	9	0	
13	10	0	7	13	23	0	20	13	12	0	9	13	2	1	0	13x	x	x	13	2	1	
14	17	1	15	14x	x	x	x	14	17	0	17	14	9	0	9	14x	x	x	14	9	0	
15	30	0	51	15x	x	x	x	15	8	0	7	15	10	0	7	15x	x	x	15	10	0	
16	x	x	x	16	29	1	25	16	10	0	3	16x	x	x	16	21	0	3	16	21	0	
17	x	x	x	17	14	0	10	17	16	0	6	17x	x	x	17	10	0	5	17	10	0	
18	27	1	32	18	9	4	16	18x	x	x	x	18	15	0	12	18	7	0	18	15	0	
19	18	0	14	19	15	1	15	19x	x	x	x	19	13	0	6	19	12	0	19	13	0	
20	12	0	18	20	13	0	15	20	15	0	16	20	11	0	5	20x	x	x	20	11	0	
21	14	0	15	21x	x	x	x	21	31	0	15	21	6	0	0	21x	x	x	21	6	0	
22	17	0	17	22x	x	x	x	22	19	0	31	22	12	0	4	22	12	0	22	12	0	
23	x	x	x	23	19	1	27	23x	x	x	x	23x	x	x	23	0	0	0	23	0	0	
24	x	x	x	24	22	0	19	24x	x	x	x	24x	x	x	24	6	0	4	24	6	0	
25	25	1	25	25	10	0	13	25x	x	x	x	25x	x	x	25	9	0	1	25	9	0	
26	29	0	36	26	14	1	8	26x	x	x	x	26	4	0	2	26	21	1	26	4	0	
27	15	0	16	27	28	0	32	27	12	0	10	27	15	0	6	27x	x	x	27	15	0	
28	15	0	16	28x	x	x	x	28	11	0	8	28	8	0	2	28x	x	x	28	8	0	
29	35	0	22	29x	x	x	x	29	7	1	5	29	18	0	3	29	13	1	29	18	0	
30	x	x	x	30	14	0	12	30	11	1	6	30x	x	x	30	18	0	8	30	18	0	
				31	18	0	25					31x	x	x	31	9	1	14	31	9	1	
Total	368	3	376	Total	386	9	403	Total	276	3	198	Total	221	6	93	Total	213	3	162	Total	213	3

- Snow day

snow day

2017-272 8 191 - NO SNOW DAY  
 2016-219 3 101 - 1 snow day



Statistics for the period from 01/01/2017 to 12/31/2017

**Worker Log On**  
 User: loiswalton  
 Library: Washburn Memorial Library  
 View Permissions  
 Log Off loiswalton

**Quick Cataloging**  
 ISBN:

**Item Lookup**  
 Edit Bibliographic:  
  
  
 Review Bibliographic:  
  
  
 Review Item:

**Patron Lookup**  
 Patron Name / Barcode:  
  
  
 Search:  
  
 Patron Link Identifier

From  To

Items Checked Out: 3526  
 Items Checked In: 3478  
 Renewals: 893  
 In-House Use: 0

Bibliographic Records Added: 525  
 Bibliographic Records Modified: 58  
 Bibliographic Records Deleted: 7

Holding Records Added: 542  
 Holding Records Modified: 18  
 Holding Records Deleted: 47

Patrons Added: 56  
 Patrons Modified: 29  
 Patrons Deleted: 0

Total Amount of Fines Owed: \* \$15,967.86  
 Amount of Fines Paid: \$165.10

← Fines owed !!

\* - This report data will not change if new dates are entered.

Washburn Memorial Library  
Mailing: Washburn Memorial Library 1287 Main Street Washburn, Maine  
04786

02/06/2018 10:48  
AM

Holdings By Item Report Class

Category / Class	Have	Lost	Out	In	Reserve	Cost	Cost Copyright	
							Average	Average
000 - 099	191	4	3	188	0	\$3,490.59	\$27.70	1974
100 - 199	89	4	0	89	0	\$481.34	\$15.04	1986
200 - 299	328	0	4	324	0	\$2,112.35	\$23.73	1985
300 - 399	525	12	2	523	0	\$4,673.93	\$28.16	1990
400 - 499	63	0	1	62	0	\$119.39	\$11.94	1982
500 - 599	429	3	0	429	0	\$1,121.91	\$20.78	1983
600 - 699	1,437	27	10	1,427	0	\$7,751.59	\$18.37	1988
700 - 799	1,398	19	4	1,394	0	\$5,217.74	\$19.04	1985
800 - 899	362	5	2	360	0	\$1,274.19	\$13.70	1978
900 - 999	1,653	14	8	1,645	0	\$12,886.57	\$38.47	1978
Audio Book	699	2	4	695	0	\$17,505.76	\$25.26	2006
Biography	739	3	3	736	0	\$1,740.50	\$19.34	1978
Collective Biography	102	0	0	102	0	\$241.29	\$20.11	1979
Computers	5	0	0	5	0	\$15.17	\$15.17	2008
Easy Book	4,899	136	68	4,831	0	\$21,416.80	\$9.90	1989
eBook	2	0	0	2	0	\$20.00	\$20.00	2002
Fiction	8,300	78	70	8,230	1	\$86,080.07	\$23.65	1991
J Audio Books	48	3	0	48	0	\$774.24	\$16.13	1999
J Biography	207	4	0	207	0	\$1,055.95	\$15.76	1979
J Collective Biography	19	1	0	19	0	\$110.45	\$15.78	1980
J Fiction	390	0	19	371	0	\$4,415.42	\$12.13	2010
J Non-Fiction	1,676	20	6	1,670	0	\$11,234.08	\$15.18	1991
Kit	0	0	0	0	0	\$0.00	\$0.00	0
Magazine	147	0	0	147	0	\$2,459.36	\$16.73	2017
Reference	14	0	0	14	0	\$206.76	\$29.54	2001
Undefined	9	0	4	5	0	\$69.90	\$34.95	2010
Video	968	47	43	925	0	\$19,271.05	\$22.38	1997
<b>Total:</b>	<b>24,699</b>	<b>382</b>	<b>251</b>	<b>24,448</b>	<b>1</b>	<b>\$205,746.40</b>	<b>\$19.70</b>	<b>1988</b>