

Washburn Memorial Library Board Meeting Agenda September 8, 2022 at 4:30pm

- Secretary's Report - Christina
- Financial Report - Donna
- Library Director's Report - Cara
 - Library Updates
- Children's Librarian's Report - Courtney

Old Business

- Knitting Group
- Parking upgrades

New Business

- Damaged Books - Protocols?
- Books we have read recently
- Other new business?
- Date of the next meeting - October 6, 2022 at 4:30 pm

Zoom @ 5:00

Current Board Members:

Appointed Annually:

Perham
Wade

Bev Turner - townclerk@washburnmaine.org
Heidi Silver - heididsilver@gmail.com

Appointed for 3-yr terms by Washburn Town Council:

Expiring 2022

Sue Brown - suebrown11@gmail.com

Londa Brown - libbrown625@gmail.com

Expiring 2023

Laurie Blackstone - blackstonehome@hotmail.com

Christina Maynard - lvtoread514@gmail.com

Expiring 2024

Sarah Sines - ssines@msad45.net

Rita Kingsbury - rtkngsbry@gmail.com

Town Manager - Donna Turner - townmanager@washburnmaine.org

WML Library Director - Cara Miller - washburnmainelibrary@gmail.com

WML Children's Librarian - Courtney Howe - courtneyjeanhowe@gmail.com

WML Email - wml.mc.1290@gmail.com

Washburn Memorial Library web site: washburnlibrary.com

WASHBURN MEMORIAL LIBRARY

JUNE 2, 2022 MEETING NOTES

Present were: Sue Brown, Beverly Turner, Courtney Howe—Children's Librarian, Christina Maynard, Londa Brown, Rita Kingsbury, Laurie Blackstone, Cara Miller—Library Director, and Donna Turner—Town Manager. The meeting was attended through ZOOM.

Chairperson, Sue Brown, called the meeting to order at 4:30 p.m.

Secretary's Report: Bev made a motion to accept the secretary's report. Londa seconded the motion, so voted.

Financial Report: Donna reported that all of the special accounts look good at the present time. Donna also reported that the Unemployment Comp. and Workers Comp. lines on the Expense Report are up because of larger payments made up front. Rita made a motion to accept the financial report. Laurie seconded the motion, so voted.

Library Director's Report: Cara went over the circulation stats report for May. Cara also included a report for the memorials and donations that were made during the month of May. Things have been going well. The plaques for the planters are in and they look great.

Beverly Knowles has written a book and we may have her do a book signing on Saturday, August 19, during the August Fest. We will provide refreshments.

There are two completed baskets for the Festival of Baskets Fundraiser. Information packets have been given to area businesses in hopes they will participate.

Cara sent Larry Worcester an email inviting him to come to the library. He forwarded the email to Lisa Dow and the teachers. Laura Whitier has already booked a date to bring her class to the library.

Children's Librarian Report: Courtney was able to get a grant for the Summer Reading Program. It is budgeted for 20 children to attend on a weekly basis for 4 weeks. It will be held on Thursday afternoons during the month of July. Courtney will read a story, make a craft and also send a goody packet home with each child. Donna will try to get some helpers.

Toddler Time will start up again in June or July.

There will be a Touch Tank on Friday, August 26 at 3:00PM for the public to come and enjoy.

Courtney is working on holding a Scholastic Book Fair here at the library for a fundraiser. There are flyers and information coming. Courtney needs to pick days and times to hold it. She is going to encourage the teachers at school to bring their students in to browse.

Old Business: Rita reported that there has still only been one person attending on knitting on Tuesdays. She will continue to facilitate this on the first Tuesday evening of each month, and also the third Friday afternoon of each month.

--The Board decided to do a "Maine Themed Basket" for the Festival of Baskets. Londa and Sue will provide the basket for the items.

--There are no updates on getting a new parking lot between the library and the store.

--It was mentioned about doing another Teen Art Battle. There will not be one during the festival, but possibly in the Fall.

New Business: We discussed our hours of operation, thinking of ways to possibly let people pick items up at there convenience.

--Board members took time to share about the books they have recently been reading.

Other New Business: The iPads we currently have are old and are never used. We discussed about trying to sell them. Gazelle.com was mentioned as a possible place to sell them. Londa made a motion to sell up to 6 of the used iPads. Rita seconded the motion, so voted. Cara & Courtney will check on Gazelle.com to see what they are worth.

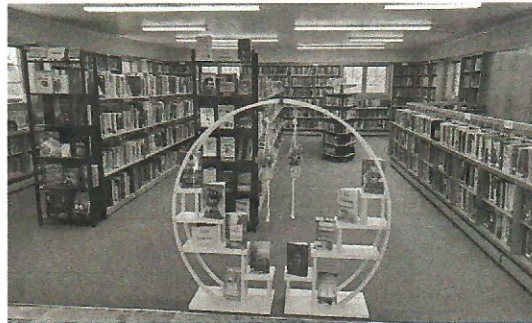
--Laurie will now weed the flower beds in June and Donna will take care of them in September.

--The next meeting will be held on Thursday, September 2, 2022, at 4:40PM.

--Bev made a motion to adjourn the meeting. Londa seconded the motion, so voted. The meeting was adjourned at 5:30pm.

Washburn Memorial Library: September Newsletter

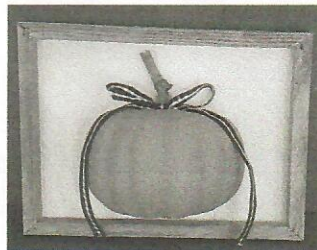
If you are not able to visit the Library during hours of operation, please call us, and we will make arrangements for you! # 207-455-4814



Join us for these upcoming September offerings:

•**Toddler Time:** Story time with Courtney every Thursday, 10:30am to 11:30am. Located downstairs in Children's Library.

•**Local Author Book Sale!** Beverly Knowles released her new book, *Echos From Deane Mountain*. We have copies for sale at the Library.



•**Courtney's Crafts:** 20 spots available \$5 per kit. Kits can be picked up September 15th through September 23rd. Call us or message on Facebook to reserve your spot.

•**Teatime Book Club:** We are reading, *Watching You*, by Lisa Jewell. Meeting is Sept. 28th @12pm via Zoom. To sign up, call #455-4814 or email us at washburnmainelibrary@gmail.com

Stop by and visit us!
Washburn Memorial Library
Cara & Courtney
www.washburnlibrary.com

Circulation Statistics By Patron Report Class : 06/01/2022 to 08/31/2022

Patron Report Class	Checked In	Checked Out	Renewed	Booked
ILL Library	0	0	0	0
Non-Resident Adult	77	74	15	0
Non-Resident Juvenile	27	38	2	0
Resident Adult	714	729	88	0
Resident Juvenile	199	205	40	0
Staff	13	15	0	0
Teacher	0	2	0	0
Total	1030	1063	145	0

Average
@ 340 in
@ 350 out

Maine Community Foundation

	As of 03/31/22	As of 06/30/2022	Available for Distribution	Notes
Thompson Fund	\$ 21,195.27	\$ 19,686.63	\$ 2,530.00	Board can use at their discretion
Randall Fund	\$ 66,280.50	\$ 61,562.48	\$ 5,145.92	Capital Improvements Only
Balance 09/08/2022	\$ 87,475.77	\$ 81,249.11	\$ 7,675.92	
Loss over last 3 mos				
Thompson	\$ 1,508.64			
Randall	\$ 4,718.02			
Original Value	\$ 15,000.00	\$ 45,000.00		

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Financials - Sept 8, 2022

Memorial Books - Reserve Account

Balance as of 03/03/2022 - Reserve Account		\$	1,427.50
<i>This includes \$999.50 f/the Stamp Collection - Umphrey</i>			
March Donations		\$	240.00
Purchases	\$	(256.94)	
Purchases	\$	(105.46)	
Donations		\$	496.00
Donations 06/09 to 09/08/2022		\$	125.00
Purchases - Mena Irving - Painting	\$	(300.00)	
Purchases - 06/09 to 09/08/22	\$	(491.58)	
Balance 09/08/2022		\$	1,134.52

Miscellaneous Donations - Reserve Account

Balance Forward 03/03/2022		\$	763.92
March Donations		\$	100.00
Purchases	\$	(797.57)	
Purchases	\$	(17.91)	
Donations		\$	100.00
Purchases 06/09 to 09/08	lots of books	\$	(297.44)
		\$	225.00
Balance 09/08/22		\$	76.00

Ye Olde Book Shoppe - Special Revenue Fund

Balance Forward 03/03/2022		\$	1,778.68
March Donations		\$	58.00
March Purchases	\$	(264.98)	
April Donations		\$	65.00
April Purchases	\$	(13.17)	
May Donations		\$	18.00
May Purchases	\$	(67.77)	
Purchases 06/09 to 09/08	\$	(288.01)	
Donations 06/09 to 09/08/2022		\$	309.00
Balance 09/08/2022		\$	1,594.75

King Grant 16 - Special Revenue Fund

Balance Forward 03/03/2022		\$	1,714.81
Josh Connolly - Fixing Shelves	\$	(105.00)	
May Purchases	\$	(36.20)	
Purchases 06/09 to 09/08	MISC	\$	(137.20)
Shelving Units for Children's Room	*	\$	(300.00)
Balance 09/08/22		\$	1,136.41

King Grant 2020 - Special Revenue Fund

Beginning Balance -03/03/2022		\$	2,503.09
Book Purchases	\$	(35.40)	
Balance as of 09/08/22		\$	2,467.69

Friends of the Library - Checkbook

Balance -03/03/22		\$ 1,647.57
Deposits		\$ 180.01
Purchases	\$ (60.36)	
Purchases	\$ (64.57)	
Deposits		\$ 20.02
Purchases	\$ (204.99)	
Deposits		\$ 230.18
Balance 09/08/22		\$ 1,747.86

Library Allowance - (Line Item in Budget)

Balance - 02/01/22		\$ 5,000.00
Purchases	\$ (591.36)	
April Purchases	\$ (40.00)	
May Purchases	\$ (480.16)	
Purchases 06/09 to 09/08/22	\$ (1,172.96)	
Balance 09/08/22		\$ 2,715.52

Library Projects

Balance - 02/01/22		\$ -
Scholastic Book Fair	\$ (542.02)	
Income from Scholastic Book Fair		\$ 997.06
Purchases 02/01/2022 - 09/08/2022	\$ (55.68)	
Festival of Baskets		\$ 1,623.50
Balance 09/08/22		\$ 2,022.86

*Crafts for time
 taxes raised
 for this acct
 use it or
 lost*

*spend by end
 of Dec. 15+ of
 Jan.*

Can be spent on anything!!

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