

Alice L. Pendleton Library
Trustees Meeting Minutes
February 17, 2021 9am

Meeting Opened, Attendance taken:

In Person: Melissa Olson, Jon Kerr, Lauren Bruce, Carrie Thomas

Remote: Catherine Demchur-Merry, Tricia Ladd, Isabelle Jackson,
Sarah Randlett, Colleen Dove

Friends of ALP report:

Tricia discussed the upcoming summer programs. She would like to hold the Bake Sale on July 24, perhaps inside the building while the book sale is going on in the tent. She would also like to hold a local author fair and other author events.

Discussion covered where to place the tent (in the back parking lot or on the front lawn), perhaps asking for assistance from local booksellers, perhaps holding a Common Read event where people all read the same book and then attend programming about it.

Librarian's Report:

- Strategic plan – updates from the four subcommittees
- Technology committee had 4 areas of note. For the Administration we need computers and a printer with fax and scanning capabilities. For Public Access there should also be computers (laptop, desktop or tablets) and a printer. We should have a Tech Lab with gaming and coding programs, a 3-D printer. A Sound Studio with video and audio recording capabilities and equipment to update old media formats to streaming or other digital formats. We should continue to investigate open source software and hold discussions with school children to discover their interests and needs.
- Programs/Services committee developed 5 objectives: Homebound Delivery; High School Advisory Council (including voice and choice and community service); After School programs (including maker

space, book clubs, story time, tech lab); Community Collaboration (with the Preschool, ICC, IHS, ICS and Boardman); Engaging programming for each age group in summer and winter seasons. Lauren suggested perhaps including creative dramatics for children.

- Collections committee noted the need for more ebooks and audio books, perhaps starting our own collection in the Cloud library; asking for outside assistance to evaluate the collection; perhaps lending other items like tools or craft items. They also noted the need for more publicity about all possible borrowing options like interlibrary loan.
- Marketing committee developed 5 objectives: New logo and new outdoor sign, Increase website usage, Branding campaign, Continue current public awareness methods and contribute to the Hello Islesboro app, Creating a constant contact list.
- Budget – Melissa said the budget is due at town office by Feb. 22. She is not asking for any large additions. One item to consider, perhaps having the parking lot paved as it continues to erode.
- Brick campaign and plans for walkway relaying. Melissa reported that we have sold 22 large bricks and 25 small ones. The ordering period will close on March 1 and we will submit the order to Permanent Mark soon thereafter. There was discussion of perhaps using some of the bricks to pave the connector gravel path from the parking lot to the side door and walkway. Carrie will contact the company to determine next steps for submitting the order.
- Melissa's vacation plans, coverage for Richard's lunch breaks. Melissa will be on vacation March 12-26. Richard can handle keeping the library open but will need someone to cover his lunch breaks. There was enough interest among the trustees to help do that.

Chair's Report:

- Trustees up for term renewals, timing of meetings, trustee duties. Carrie reported that three trustee terms are up in 2021. Discussion

of the continuing need for meetings more frequently than quarterly. We would like each trustee to adopt one or more projects within the library and/or the strategic plan to help shepherd them along.

Catherine reported that a digital sign would cost approximately \$6000 for a 6 foot sign. Isabelle reported that the current sign is grandfathered and we can replace it with a comparable sign in the same place. We will need to notify/discuss it with Bill Boardman. The sense of the meeting was that a wooden sign was more in keeping with the age of the building. We could put out a sandwich board or some other temporary sign to highlight upcoming programs or events.

Committee Reports:

Unfinished Business:

- Trustee handbook revisions – no time to discuss.

New Business:

Meeting adjourned : 10:15

Next Meeting: Next meeting – April 7, 2021