

Vassalboro Public Library Board Meeting Minutes

November 15, 2023

Attendees: Brian Stanley, Liz McMahon, Valerie Sugden, Sylvia Michaud, Vickie Limberger, Therese Young, Art Kingdon, Susan Taylor

Librarian Report

1. Building upgrades: The ADA door was successfully installed. Brian had a cement footer at home that worked for this project, so he donated it to the library, to be buried just the footer part by public works. They also made measurements to build a wooden ramp to the book shed. The electrical work was completed inside, with two more outlets per room in the back, an outlet and lights in the book-shed and a motion activated light outside. There is also new DSL wires running throughout the building. A company called API will come in to update our wireless so there will be a stronger signal at the end of the month.
2. The next step for the remote work offices is to paint. Early to mid-December would be a good time to get the painting done. Therese and Susan volunteered to get paint samples. Liz and Therese will help with painting. Steve A will help with the mud work.
3. Brian has started purchasing computers and hardware. After the painting the final steps will be to get some rugs and furniture for the remote rooms. Brian plans to do this as inexpensively as possible. Brian will go to Marden's for the rugs and State Surplus for the furniture.
4. Silent Auction has some interest but not a lot of bids. People seem to be bidding on the same items and there are many that have no bids yet. There is an online bid option that is available through the website. It requires staff updates everyday but it is well worth the effort if it brings in more bids.
5. Pie Sale sold 13 pies so far. The ordering closing will be November 16, and pick up will be November 20. It is a bit of a process with the ordering but the people that did order appreciate the pie sale. The board members discussed making pies and cookies for Christmas. We need for the Pie Sale: 1) large coolers 2) freezer packs 3) racks for coolers.
7. Brian reported that Jan Clowes of the historical society wanted to use the back section of the blacksmith's shop. The board discussed this and this will be tabled for further discussion. Brian will research Betty's will and get back to the group.
8. Fundraising: Quilt raffle going well. The drawing will be at 2:00 on Saturday.
9. The Mill sale is Dec 9 and 10. The board decided to try to do it on just Saturday.
10. The appeal letter should go out December 1. Liz will contact Vickie about it and Brian will revise and finish it.
11. Art discussed a play that was written by Laura Teasdale and he learned about it through Louise Penny's newsletter. The play has sections that can be changed and localized. The script is around 35 pages, requires about 8 people. Legally a performance contract is required but it would be free for a library. Art is asking the board if the library wants to use it as a fundraiser. He thinks it's a good idea but it's a lot of work and would have to be done at the Grange. The board voted 5 to 2 in favor of Art sending a request for the library to host this play.

12. Susan brought up using a small tree with tags for kids to get books. Brian will use the seed grant to buy books. The board agreed to do this.

Treasure's report

Sylvia presented the Treasurer's report:

We have merged Vanguard and Fidelity accounts into just Fidelity then tracking it and sending once a month statements.

She changed a category from "Sale of books and mags" to "Sale of books and merchandise".

The board re-discussed the Manter fund. The board discussed using \$500 a year to be book marked with the Manter fund.

The activity sheet was reviewed:

1. The total revenue is \$
2. The total expenditures is \$
3. The net revenue is \$
4. The total assets are \$

The board moved, seconded and voted to adjourn the meeting.

The next meeting will be December 13 at 4:00 by zoom or in person

Respectfully submitted,

Valerie P. Sugden