

Topsham Public Library
Board of Trustees Business Meeting
Wednesday, November 28, 2018
Minutes

1. **Call to Order:** The meeting was called to order by Larry Fitch, President, at 7:00PM. Present: Anne Eustis, Irene Martin, Joe Trafton, Hahna Patterson, Jim Demosthenes, Megan Therriault, Anne Macri, Owen Yabsira, Kevin Curnin, Helen Kincaid, Jerry Davis, Director Susan Preece. Absent: Jen Ecker.

Board member Kevin Curnin agreed to serve as Acting Secretary in Jen Ecker's absence.

2. **Consent Agenda.** The Board reviewed the Consent Agenda, which included the Minutes of October 17, 2018 Board meeting, Development Committee Report, Facilities Committee Report, Finance Committee Report, Governance Committee Report, and the Friends Minutes. ?? made a motion to approve the Consent Agenda, ?? seconded the motion; the motion passed unanimously.

3. **Directors Report.**

Susan reviewed her written report and updated the Board on the Annual Appeal to date. She also discussed building issues and a new initiative at the state level regarding statewide borrowing cards for Maine libraries.

4. **Old Business.**

- a. **Solomon Bequest**

- 1) Settlement-

Final distribution had been received and deposited subject to full or partial transfer to the Maine Community Foundation (MCF).

- 2) How to use the bequest-

Discussion regarding the use of the Solomon bequest followed including, hiring a consultant for long-term planning. Joe raised the possible negative impact on current/ongoing fundraising. MCF currently pays approximately 4% interest annually to the library. Joe also suggested using some of the bequest on building improvements. Using a small amount of the funds to offer some service back to the community (i.e. free library cards) was raised, as was extending library hours. Use of the bequest clearly ties into long-term strategic plan.

- 3) The Board agreed that a public announcement should be made soon. Susan will circulate a draft of the announcement to the board for comment prior to release.

A motion to transfer the final distribution of Solomon Funds to Maine Community Foundation to bring the total amount to \$788, 029.27 was made and seconded by ??? and ???. The motion carried unanimously.

5. New Business.

a) Strategic Planning for FY 20-23

The current plan expires on June 30, 2019. Susan summarized the potential consultant, Jane Haskell's approach. The Board preferred a consultant with library experience. Ms. Haskell will provide a proposal through Governance Committee for the December meeting. The planning process will begin in February or early March with a completion expected prior to the Annual Meeting in June.

b) Holiday Camaraderie!

Jen Ecker will be contacting all members about bringing savory or sweet treats to our December meeting.

6. Other Business.

Larry updated the Board on the status of the Town's Comprehensive Planning Committee's work and thanked the Board for its support of the plan. A final draft will be completed in January, a public hearing will be held and vote taken at Town Meeting in May, 2019.

7. Next Meetings: December 19, 2018 at 7:00pm.

8. Upcoming Events.

Sat., Dec. 8-Fiber Arts exhibit reception/Artist Talk-11AM

Wed., Dec. 12-Storytime with Santa-10AM

Thurs., Dec. 13-Santa Reads-6PM

Sat., Dec. 15-Santa Reads-1:30PM

9. **Adjournment** at 7:54 pm. Helen made a motion to adjourn the meeting, Anne E. seconded, and the motion passed unanimously.

Respectfully submitted,

Kevin Curnin, Acting Secretary

