

Topsham Public Library Board of Trustees  
Annual Meeting of the Corporation  
June 21, 2023

**Present:** Deborah O'Neil, Hahna Patterson, Anne Macri, Patricia Vaughn, Kelley Glidden, Irene Martin, Barbara Swiderski, Phil Dostie, James Doyle, Diane Hender, Nick Picard, and Director, Susan Preece

**Members of the Public:** Board of Trustee nominees, Erin Arneson and Eleanor Young

**Absent:** Helen Kincaid

1. **Call to Order:** The meeting was called to order by Deborah O'Neil, President, at 7:00 PM.
2. **Approval of Agenda:** No additions or changes were made to the agenda. Barbara moved to accept the agenda, Phil seconded, and the motion passed.
3. **Approval of Minutes of the June 15, 2022, Annual Meeting (vote needed):** The Minutes of the Annual Meeting, June 15, 2022, were reviewed. Kelley made a motion to accept the minutes; Anne seconded, and the motion passed.
4. **President's Report:** Deb discussed the library's emphasis on flexibility and adaptability to serve the Topsham community. Since last May, there has been a 40% rise in patrons; a 90% rise in use of the Literacy Room and Community Room, a 19% rise in public computer use and reference support, and 100% of programming is now done in person.

Our Board Committees worked hard to accomplish the following goals:  
Governance:

- Created a Board Best Practice Document.
- Revised the Patrons Rights and Responsibilities Policy.
- Researched the pros and cons of becoming a fine-free library and moved to a fine-free library in January 2023.

Development and Outreach

- Merged two committees into the new Development and Outreach Committee.
- Had a very successful Spring Campaign, an anonymous donor generously provided a matching gift of \$6,000 resulting in a total of \$14,000+ in donations.
- Set a goal of 100% Board giving.

## Facilities

- Partnered with the Topsham Energy Committee to receive a grant for EV Charging Stations to be installed at the library.
- Interior changes and updates were made to the Children's and Teen areas.
- Working toward ADA-compliant walking paths.

## Finance

- The new TPL Financial Policy was revised and adopted.
- Transition to a new Board Treasurer and additional bookkeeping help as Irene retires this month.
- Kept a flat budget with an additional six hours of custodial help.
- Advocated for additional custodial/maintenance staffing

Because Topsham Public Library is a Community Center for ALL, we will continue to offer a diverse selection of books and other materials despite ongoing national and statewide challenges to ban books and materials from schools and public libraries.

The Board held a workshop in January to start the process of hiring a new Library Director as Susan's retirement date in July 2024 looms closer. To prepare for the hiring of the new Director, the TPL Search Committee will start meeting next month.

Deb thanked all of the Board members for their support, commitment, and dedication. She said she believes this organization is thriving because of a dedicated Board of Trustees, an outstanding Director, an extraordinary staff, and a community that loves the Topsham Public Library.

### **5. Slate of Nominees for Trustees – Fiscal Year 2024 (vote needed):**

- *Erin Arneson (first term)*
- *Don Stein (first term)*
- *Barbara Swiderski (second term)*
- *Eleanor Young (student member-first term)*

Diane moved to elect the slate to the Board of Trustees for terms beginning FY-24. Hahna seconded the motion, and the motion passed unanimously.

### **6. Slate of Board Officers - Fiscal Year 2023 (vote needed):**

- *Kelley Glidden, President*
- *Barbara Swiderski, Vice president*
- *Phil Dostie, Secretary*
- *Jim Doyle, Treasurer*

Diane moved to accept the slate of Board Officers for terms beginning FY-24. Kelley seconded the motion, and the motion passed unanimously.

**7. Recognition of outgoing Trustees and Treasurer:**

Diane Hender  
Anne Macri  
Irene Martin  
Nick Picard

The departing Trustees were recognized and thanked for their contributions.

**8. Comments from members of the public:** Eleanor and Erin expressed their excitement at joining the Board of Trustees.

**9. Adjournment:** On a motion by Anne, seconded by Phil, the meeting was adjourned unanimously at 7:28 PM.

Respectfully Submitted

Tami Santos, Scribe

Phil Dostie, Secretary