

1/17/19 RPL/LC Reg. Mtg. Minutes (APPROVED 2/21/19)

Rockport Public Library  
PO Box 8, Rockport, ME 04856  
207-236-3642 (www.rockport.lib.me.us)  
Library Committee Meeting:  
Thursday January 17, 2019 at Town Office/RR  
Meeting called to order at 10:30 a.m. by LC Chair, Heaven Bartlett

**Present:**

**Library Committee:** Chair, Heaven Bartlett (2018-20); Sect. Stephanie Kumble (2013-16/2016-19);  
Treas. Ann Filley (2016-19); Helen Shaw, (2018-2021); Elizabeth Dailey (Liz), (2018-2021)

**Library Director:** Ben Blackmon

**Friends' Liaison:** (no official rep)

**Select Board Rep:** Doug Cole

**Guests:** None

**Announcements/Introductions:** None

**Consideration of Agenda:** As is

**Public Comment:** None

**Reports:**

1) **Secretary:** Shaw motion, Filley second to approve November 29, 2018 minutes as written; approved 5-0 (Note: Dec. 20, 2018 LC mtg. canceled/snow)

2) **Director:**

- a) Annual Appeal: 47 responses; \$3485
- b) Select Board creating Library Building Committee(see attached description)
- c) Laura Meservey received high honor of being named to MINERVA's Catalog Standards Committee
- d) two important events coming up: Women's Collective and Nelda McLellan's "Consider the Talk."
- e) Library Annual Report due to state
- f) new internal controls policy - cash out daily, raise amount of change funds drawer (policy handout attached)
- g) parking stats handout for June-December, 2018
- h) warrant ideas: RPL's share of town's phone bill not currently isolated or paid by LC; same with cleaning. (These account for approx. \$5,000 - discussion re. LC suggest to SBd that LC cover - future discussion).
- i) LC 501c3 issue still not resolved (note: auditor wants LC to be entity totally separate from town, LC/others don't), and is pending upon finalization of LC/Town Officials Agreement. Helen Shaw working with LC/numerous town officials to come up with agreement acceptable to all, approved legally and with auditors. One question that arose was where the newly created Foundation will fit in re. finances.

Following Blackmon's report, Kumble asked LC to acknowledge Meservey's honor. Kumble motion, "To commend Laura Meservey on the honor of being named to the Maine State Cataloging Standards Committee." Shaw, second; unanimous, 5-0.

3) **Warrant(s):**

November: \$3,031.39

December: \$2,023.21

**4) Treasurer:** Reports handed out (attached), received by LC include:

- a) Treasurer's Report for July 1, 2018 - December 31, 2018
- b) F. L. Putnam Account Reconciliation Report for their 4th Quarter
- c) 2018 Accumulative Approved Spending for Capitol Campaign/Library Foundation

Summary of LC funding for Cap Campaign-Foundation:

history: \$82,000 approved, \$73,000 spent

discussion: Filley suggested LC pledge more (sizable amt), for Phase III of fundraising campaign.

Should this be "immediate" gift or a "sweep in" at last minute? Still some Select Board hesitation re. pulling bond trigger - (to be decided Feb. 11), and would this "good faith" move by LC provide a strong impetus for SBd? (There are also other donations pending re. pulling the bond trigger).

resolution: Kumble motion, Dailey second "To approve a donation of \$150,000 to the Library Foundation contingent upon a final vote of approval by LC following consultation/advice from F. L. Putnam regarding long-term impact on portfolio." Approved, 5-0.

The LC will hold a special mtg. (date/time TBA), to finalize following report from F. L. Putnam

It was noted that Filley's treasurer's reports are "perfection" with reports for each aspect of the complicated LC/town partnership, the numerous accounts and types of accounts, and now the new building/Cap Campaign/Foundation pieces. Everything is carefully integrated but also segregated in such a way as to be totally transparent and easy to understand.

**5) Friends:** No report, no liaison

**6) Select Board:** Doug Cole discussed numerous, ongoing Select Board workings in re. to the new building, including timelines, concerns, etc. He addressed the concerns from many that the Select Board had been "tough" on the Foundation, but stressed that was only because of Select Board's strong sense of fiduciary responsibility. He, too, expressed the belief that a generous offer by the LC would be a strong statement to the Select Board.

**Unfinished Business:** None

**New Business:**

1) Expenses for library fundraising (see Treas Reports/discussion

2) Town/Library Agreement - see above/Lib. Dir. report

3) LC Roles Next Year: Discussion revolved around fact that both Treasurer Filley's and Secretary Kumble's terms expire in June, 2019. Filley announced that she will not seek another term. Kumble hopes to seek a new term pending personal issues. There was consensus that now would be a good time to think about people who might wish to run and also for current LC members to consider what role they might be to play next year.

**Adjournment:** Kumble motion to adjourn, Filley second; approved 5-0; adjourned at 11:52 a.m.

**Respectfully submitted,**  
**Stephanie Kumble, Secretary**

**Upcoming Meetings, etc:**

\* Special LC mtg. to finalize LC donation (date/time TBD)

\* LC mtg. Thursday, February 21, 2019 @ 10:30 a.m.

\* Select board - To kick start bond/or not, February 11, 2019

**Addendums:**

- 1) Agenda
- 2) November Library Director Report
  
- 3) December Library Director Report
- 4) Library Building Committee description
- 5) Parking Statistics for June - December, 2018
- 6) Library cash-up policy sheet
- 7) Treasurer's Report for July 1, 2018 - December 31, 2018
- 8) F. L. Putnam Account Reconciliation Report for their 4th Quarter
- 9) 2018 Accumulative Approved Spending for Capitol Campaign/Library Foundation
- 10) Numerous Pen Bay Pilot stories relating to library, esp. building project

In addition, numerous materials relating to the new library/demolition of the old are attached in that section of Sect. notebook

