

Rockport Public Library
PO Box 8, Rockport, ME 04856
207-236-3642 (www.rockport.lib.me.us)
Library Committee Meeting, Thursday October 18, 2018 at Town Office/RR
Meeting called to order at 10:36 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); Elizabeth Dailey (Liz), (2018-2021); Helen Shaw, (2018-2021)

Library Director: Ben Blackmon

Friends' Liaison: (no official rep)

Select Board Liaison: Doug Cole (absent)

Guests: None

Announcements/Introductions: None

Consideration of Agenda: As is

Public Comment: None

Reports:

1) **Secretary:** Kumble reported Sept. minutes not yet done

2) **Director:** (see attached October report)

- a) full month of kids/family crafting
- b) participating on Midcoast Messaging Board big boon to program/lib attendance, new cards
- c) Drago training for marathon
- d) Camden Conference movies coming
- e) continuing use of VR with HS/others
- f) Blackmon, Odgren & Drago taking 4-week class for "Stand Up for Health" offered by Health & Human Services
- g) new library campaign posters/signs up around town
- h) two Sea-Faring programs so far - children's 150+ attendance
- i) October Desk Income: \$681 (gen'l); \$5 (online)
- j) October Volunteer Hours @ 30 hours @ \$375 value to town (@ \$12.50/hr).

3) **Warrant(s):** September warrant = \$5767 (see attached detailed breakdown)

4) **Treasurer:**

a) 1st quarter report: Filley continues to fine-tune Treas. reports for both clarity and transparency (see 5-page attachment)

*p.1= 3-months of 1st quarter (2018-19) summary

*p.2 = 1st quarter (2018-19) summary

*p.3 = copy of mo. CNB statement

*p.4 = copy of mo. Putnam acct. statement

*p.5 = copy of change of above acct. value

b) Filley also developed a spread sheet to track LC approved spending for RPL Foundation/Capital

Campaign. To date: LC approved to spend: \$79,800

RPL Foundation spent: \$49,396

bal. approved funds: \$30,404

c) Filley will develop an extra warrant form for "undesigned" expenditures - to reflect esp. the funds expended for RPL Foundation/Cap Campaign (as well as other undesigned expenditures).

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

6) **Select Board:** No report

Unfinished Business:

1) 2018-19 LC Working Agreement - postponed yet again. Kumble will do quick re-draft and LC will vote next month.

New Business:

1) ANNUAL APPEAL: To be mailed in early Dec.; letter to be developed for post-election scenarios; numbers/mailling list to be determined; pieces needed reviewed, itemized; how/if possible to have envelopes addressed by printer or other alternatives. When above determined, Kumble will investigate comparison costs (if time).

2) UPDATE FROM HELEN (both of following are attached)

item #1: LC & Funding Background & State Statutes

item #2: copy of original "Agreement Between the Rockport Select Board & LC" with suggestions for changes. Discussion resulted in need for more research (particularly in re. to state statutes covering LC/Town official roles/responsibilities/legal coverage), tweaking, in- depth discussion before formalizing procedures/updates.

3) "CHAT" re NEW, ADDITIONAL WARRANT FORM: In order to maintain transparency and accurate record-keeping, decision was made to develop a separate warrant for any LC monies approved/spent in re. to RPL Foundation/Cap Campaign.

4) ELECTION DAY DO'S & DONT'S: Regular rules apply to any poll place electioneering.

5) ADDITIONAL: Filley reported that she, husband Brian and Dailey worked on 2000 bond/election mailing. Many, many thanks extended to them, to staff and so many others for the incredible amount of extra work involved with the campaign, both recently and for so many previous years.

Adjournment: Filley motion, Dailey second; unanimously approved; adjourned at 11:50 a.m.

Respectfully submitted,
Stephanie Kumble, Secretary

Upcoming Meetings, etc:

* LC mtg. Thursday, November 15 @ 10:30 a.m.

Addendums:

- 1) Agenda
- 2) Library Director Sept. Report
- 3) detailed Sept. warrant breakdown
- 4) Treas: 1st quarter 2018-19
- 5) Treas: detailed approved funds/expenditures for RPL Foundation/Cap Campaign
- 6) Treas: draft warrant form for udesignated warrants
- 7) Putnam 3rd quarter quarterly report
- 8) Putnam Qualification Brochure

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

