

Approved
Rockport Public Library
Library Committee Meeting, October 18, 2019
at Town Office/RR
Meeting called to order at 10:30 by LC Chair, Heaven Bartlett

Present:

Library Committee: Heaven Bartlett, Chair; William Chapman, Treasurer; Elizabeth Dailey, Secretary; Helen Shaw, and Stephanie Kumble.

Library Director: Ben Blackmon

Friends' Liaison: Ann Filley

Select Board Liaison: Doug Cole

Guests: None

Announcements/Introductions: The Rockport Public Library committee will now meet on the 3rd Friday of the month at 10:30.

Consideration of Agenda: As is

Public Comment: None

Reports:

1) Secretary: Draft minutes for May 23, 2019 were reviewed and approved, Shaw motioned/ Kumble second 3-0 with 2 abstentions, Dailey and Chapman.

Draft minutes for September 19, 2019 were reviewed and unanimously approved by committee with one abstention, Bartlett. Shaw motioned/Chapman second.

2) Warrants(s): 1. \$300-Transfer of funds to the Rockport Library Foundation reflecting the purchase of two bricks in honor of the Friends group. 2. September warrant - \$1,968.60.

3) Treasurer: W. Chapman reviewed treasurer's report, and encouraged the committee to have an investment discussion in the near future.

4) Director:

- A matching gift program was launched and will continue until the end of the year. A generous group of donors put forward \$200,000 in matching funds. Now is the time to donate and double your donation!
- B. Blackmon mentioned that a donor has come forward and given funds to enhance the lower level program space. Ben is working with the donor, architect, and Phi Builders to make this happen.
- Wicked Good Book Program is now headed by Sam Sharff which will free up Keith Drago to work on IT support/programs. B. Blackmon is looking into grant money for a mobile computer lab which is in the planning for the new library.
- Children's activities are taking place each Wed. in October. They are extremely successful and well attended.
- B. Blackmon reported that the moving companies have been prompted twice for quotes. One company returned a quote and he is still waiting on the other two.
- Cost increases for Inter-library Loan (ILL) are coming. The proposed annual increase for 5 days delivery is \$728 per year. B. Blackmon is thinking through if people would be willing to sponsor a month or two weeks as he does not want to reduce this service. S. Kumble inquired what service the universities use. There is pretty much one delivery service for the whole state.

5) Friends: The Friends group has some new members one of which, Brian Filley, will serve as liaison to the sorter group (sorting books for upcoming sales). Friends has kept some money in reserve not knowing about needs of the new library or earnings from any future book sales. A suggestion was made by A. Filley that with the matching grant program currently in place, would the Rockport Library committee like to make another donation to the Rockport Foundation? S. Kumble was concerned about funds and asked W. Chapman to review our finances to see if we are making enough money to give another gift to the Rockport Foundation. Friends is planning a replica butterfly garden. \$2000 will be set aside for this, yearly.

A. Filley mentioned some ideas for Friends' fundraising, and W. Chapman suggested having a table in front of Seafolk Coffee during the Rockport winter celebration.

A. Filley thanked the committee for donating bricks in honor of the Friends group

6) Select Board: Good news - after a robust discussion, the Zoning Board of Appeals unanimously denied Mr. Earle's appeal. Whether he will challenge this decision is unknown at this time.

"Hope is not a plan." D. Cole believes that the Rockport Foundation will wind down its role most likely by the end of the year, after they have reached their monetary goal.

Phil Conkling's contract runs out at the end of the year as well.

Soft costs such as architect expenses, engineering fees, owner rep. fees, testing fees are closing in on the \$300,000 set aside which was also to fund furniture, shelving, and equipment (FSE). It is D. Cole's opinion/plan that it will fall to the Rockport Library committee to raise needed monies for FSE if the old furniture, shelving, and equipment are not used. In other words, if we want new stuff in the new library then the library committee will have to raise the money.

This dilemma also applies to landscaping. There is money only for grass and crushed stone for much of the site. The Parks and Beautification Committee is working with the landscape architect for additional ideas and to come up with some fundraising possibilities.

Unfinished Business:

Bylaws- W. Chapman motioned to adjust the Library bylaws to reflect formatting and standardizing suggestions *only*. Second/ H. Shaw, passed unanimously. H. Shaw agreed to write a statement which would accompany the revised formatted library bylaws that gives context to our objection of the wording in Section 8: These bylaws may be amended...but shall not be effective until approved by the Select Board.

Appeal Letter- The committee reviewed the appeal letter. Last year the letter went to cardholders. Discussion ensued: S.Kumble questioned the timing of the letter. B. Blackmon encouraged the committee to do it as is (timing). It was also mentioned that the appeal letter should be focused on completing the building and a soft costs campaign for FSE could be geared up for next summer. Letter expenses include 1,000 stamps and 1,100 letter/envelopes.

New Business:

Investment discussion- will take place in the near future
Fundraiser plan – yet to be determined

Adjournment: Motion to adjourn, S. Kumble, second/H. Bartlett, passed unanimously. (12:00 pm)

**Respectfully submitted,
Elizabeth Dailey, Secretary**

November Agenda:

Budget

Soft Costs for FSE

Our next meeting is November 15, 2019 at 10:30.