

Rockport Public Library
PO Box 8, Rockport, ME 04856
207-236-3642 (www.rockport.lib.me.us)
Library Committee Meeting, Thursday August 16, 2018, 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); Treas. Ann Filley (2016-19); Helen Shaw, (2018-2021). Elizabeth Dailey (Liz), (2018-2021), excused absence: Sect. Stephanie Kumble (2013-16/2016-19);

Library Director: Ben Blackmon

Select Board Rep: Doug Cole

Friends' Liaison: (no official rep)

Guests: None

Announcements/Introductions: Filley will take minutes

Consideration of Agenda:

Public Comment: None

Reports:

1) **Secretary:** 7/19/18 draft minutes reviewed and unanimously approved by committee. Motion Filley/Second Shaw

2) **Director:**

* Large visits for programs in July

80 people at Chris VanDusen, Mad Science, Tom Jamrog and hiking, Hot Dog Day (coincided with Friends Book Sale), Amy Bass

* RPL coordinated with Mason's "Books for Bikes" and gave away 16 bikes

* Library purges library cards that are inactive after three years. Current figures are 1500 Rockport Resident cards and 730 active nonresident cards. Ben discussed if it makes sense to increase the nonresident fee of \$15.00. He had received some input from a community member that our fees are too low. The LC will add to discussion for a later date.

* Director will be participating with MLA (Maine State Library) to record reference statistics, especially those that are job help related (websites, resumes, etc.) These will be recorded daily for three months beginning in August.

* Library will be adding bi-weekly therapy dog programs and Baby story time

3) **Warrant(s):**

Library Director, Blackmon presented two warrants, one for EOY June 2018 and one for July 2018. The EOY warrant amount is \$8,936.51 and the July warrant is \$4,899.93. Both warrants have been signed by a quorum and will be disbursed to town by LC treasurer.

4) **Treasurer:**

Filley reported that since she was just back from vacation she did not have time to prepare a formal report. However, balance of the Camden National Account is \$25,461.36 as of 7/31/18 and the Schwab account market value is \$1,033,732.60. Filley will provide a formal update at next meeting. One check for approved spending to Philip Conkling was written in the amount of \$6,053.33 for the start of phase 2 of Capital Campaign.

Select Board Cole reported that in working with PHI Builder's Rep that the town was looking at various ways to save on the library construction costs. How to begin on a certain construction schedule to keep costs down; does the town spend more money upfront to better nail down construction costs before going to voters. Very important to be as close as possible to limit undue cost overruns.

5) **Select Board:** (see above)

6) **Friends:** (no official rep)

Unfinished Business:

Working agreements tabled until August meeting

New Business:

Town auditor discussion regarding recommendations (LC not included in discussion with town, and LC members only notified when article appeared in Camden Herald)

1. Auditors feel that LC and Town are too closely linked-LC should consider applying for 501c3 in order to have own tax ID or begin having town manager on account and approving all warrants.

2. Also stated was that the approved amounts for spending on new building are not appropriate since these costs did not go through the town budget process.

3. The auditors did not have newer (2015) approved bylaws for LC and had 2010 which states that the LC treasurer is the town's deputy treasurer. This has been changed. The town's deputy treasurer is the town manager.

4. The library will develop a daily process for desk funds (currently this is a monthly process) More work on behalf of library staff, but cleaner picture for auditor.

5. LC members feel important that the LC is represented properly; do not like either option suggestion by auditors. Changing to a 501c3 would add additional costs to endowment; would changing to directors rather than committee then mean a disbandment of the LC? Would this change be required to go to voters? The LC would lose some of the benefits of being able to use the town's tax ID, would the library no longer be a cooperative between town and endowment?

*Shaw to review which state statues are being used by auditor and finance director as basis for their recommendations

* Bartlett to request approved bylaws from Kumble o Bartlett to set up LC workshop once information has been gather preparation to joint meeting with LC, Attorney, town manager and finance director

CCC Update:

* Things continue to be positive. The Rockport Library Foundation has set up account with Camden National; additional pledges for support of new library are coming in. Getting closer to goal of half of needed amount for private funding of library.

*The Friends received an \$10,000.00 gift to library (\$8,000 to new building and \$2000.00 to library). The Friends will vote on gift transfer in August.

Other:

Bartlett informed LC that the town was providing a Freedom of Information Act Training on Monday, October 29th at 6:00 at the Town Office and would like all members to attend, if possible.

Adjournment

Meeting was adjourned at 11:34 by Heaven Bartlett. The next meeting will be September 20 at 10:30 am and located at the town office.

Minutes submitted by :Ann Filley