

Rockport Public Library
One Limerock Street, PO Box 8, Rockport, ME 04856
207-236-3642 (www.rockport.lib.me.us)

Minutes of Library Committee Meeting
August 18, 2014 at 5:00 p.m. at Rockport Town Office, Richardson Room
The meeting was called to order at 5:05 p.m. by Kathleen Meil, Chairperson.

*** Present:**

Library Committee: Stephanie Kumble, Stephanie Lash, Kathleen Meil, Cate Monroe (M. Gabrielsen, abs.)
Library Director: Ann Filley
Friends of Library Liaison: Pat Messler
Select Board Liaisons: Charlton Ames, Bill Chapman
Guests: Jan Rosenbaum

*** Announcements/Introductions:**

*** Consideration of Agenda:** Because only four members present, Kathleen suggested we postpone new business items 1-4 until regular September 22 LC meeting.

*** Working Agreements/Expectations:** To be discussed, perhaps updated/revised at 9/22 meeting.

*** Reports:**

Secretary: Minutes from the July 28 mtg. will be approved at the Sept. 22 LC mtg. (as well as clarification of the approval of 5/19, 6/16, 6/23 minutes)

Treasurer:

- (1) Quarterly reports meet By-Laws compliance
- (2) Warrants: April/\$4,843.96; May/\$7848.49
- (3) Available cash: CNB/\$25,712, Schwab/\$37,952
- (4) Securities as of 6/13: Schwab/\$810,942
- (5) Cate provided report for FY 2013-2014 showing mo-by-mo figures and also the total FY comparison for 2012-13/2013-14.

Select Board: There will be a 9/8/14 public hearing for all warrant articles including 2 library articles.

Director:

- (1) Today was first day of new website
- (2) Ben Odgren was hired as new Youth Services Librarian, he'll start 8/25 (spent last 6 years at Island Institute working on educ. programs)
- (3) Kim/vacation week
- (4) Ann on jury duty in Portland next week
- (5) Marine Room rearranged to accommodate more people
- (6) Exterior bldg. work needed documented
- (7) Rockport Mechanical designed 3-year revamp furnace plan
- (8) MLA State Conf. in Oct., also NELA

Lib. Dir. July 2014 Report: Highlights/Statistics

* Summer Rdg.. Program highly successful, fully attended; great program by Maine artist Robert Shetterly; Friends of Library Book sale terrific - over 25,000 books!; requests for group mtgs. for literacy coaching and foster parent support group; thanks to Rick Bates for the fiber optics initiative.

* Slight decreases in circulation, computer usage, reference ?; slight increases in attendance, e-book usage; 36 programs with 633 attendance; 4 community outreach programs by Kim; desk income, gifts, grants or donations @ \$1,562; volunteer contributions (not counting Book Sale) @ 71 hours = \$763 value (@ \$12.50/hour)..

Friends:

- * Need place to sort books - hopefully will be space donated by Rockport Steel by Sept. 15; Pat will check on yearly cost for book storage unit rental
- * 3-4 Board Members stepping down, new members/officers to be determined at Oct. Annual Mtg.
- * newsletter by end of Sept

- * Marine Series planning in process
- * next mtg. 9/5 at 8 a.m.

Public comment: No public comment re. non-agenda items

New Business: (Postponed until 9/22 LC mtg. Those items will include:

1. Working Agreements
2. Review of by-laws and Officer Duties
3. Committee Elections (chair, vice-chair, secretary, treasurer)
4. Goal Setting (long-range physical/funding needs of library, supervision of the library trust fund, development of programs for the purpose of increasing annual giving).

Ongoing Business: Discussion/Questions/Comments in re. to Referendum Questions:

1. "Do you agree that the town of Rockport should develop a plan for a new library, taking into account community input on design and budget?"
2. "Do you agree that the town of Rockport should primarily consider the RES site as a location for a new library, provided the current ball fields are preserved?"

* If no on both, yes on both or split, what are next steps?

* Report from Ann in re. to advisory mtg. with Steve Podgajny, Portland Public (Bill Charlton, Rick, Kathleen, Ann), for strategy/guidance in re. to referendums - 5 items on Steve's list. Steve will be approached in terms of formal consulting.

* Numerous people discussed need/how to tell residents we "need to do it," by creating succinct outline providing/quantifying examples.

* Critical to explain these are not "funding" votes, but at same time discuss future funding.

* Where do funds come from for marketing?

* Only 9 Saturdays left before vote. House to house campaigns needed, but first, succinct talking points need to be developed as well as other marketing tools --- handouts, ads, etc. Need to figure out what ? may come from folks in re. to plans.

* **TIMELINE:** (9 weeks before vote).

1. Kathleen will talk to Steve, his rates, etc. Also his timeline, case statement, etc.

2. Marketing folks need to be consulted - use strategy to pull community together.

3. Need to develop full marketing/PR program involving all avenues (media, technology, personal contact etc.) to get accurate message out and get voters out.

Upcoming meetings:

* Special Library Committee, Monday, Aug. 25 at 5 p.m. at TO

* Freedom of Information Act workshop , Thursday, Aug. 28 at 7 p.m. at TO

* Friends Friday, Sept 5 at 8 a.m. at library

* LC regular mtg. Monday, Sept 22 at 5 p.m. at Town Office

* Select Board, Public Hearing on Nov warrants on Monday, Sept. 8 at 7 p.m. at ROH Monday,

Adjournment: The meeting was adjourned at 6:35 p.m.

Respectfully submitted

Stephanie Kumble, Secretary