

**Gardiner Public Library**  
**Board of Trustees meeting**  
**September 17, 2007 at 7pm**  
**Minutes**

**Welcome**

The following trustees were in attendance: Pat Struble (Secretary/Pittston), Jill Todd (Randolph), Anne Davis (Director), Helen Stevens (Chair/Gardiner), Tom Abbott (West Gardiner), Tom Hachey (Farmingdale) and John Shaw (Gardiner). The following trustees were absent: Gay Grant (Gardiner) and Joan Thomas (Litchfield).

**USA PATRIOT Act**

Anne Davis reported that there were no requests for library records.

**Approval of minutes from 5-14-07**

The Board unanimously approved the minutes of 5-14-07.

**Election of Officers**

Anne explained how the Board can go about getting the ordinance regarding the Library Board of Trustees changed. She will work towards having that done over the course of this fiscal year.

John Shaw nominated and Tom Abbott seconded for Helen Stevens to be elected Chair and the vote was unanimous of those members in attendance.

John Shaw nominated and Tom Abbott seconded for Pat Struble to be elected Secretary and the vote was unanimous of those members in attendance.

**Discussion of FY08 Budget**

Anne explained to the Board that the City's chart of accounts have changed a bit. She now needs to work with a budget that encumbers money. The Special Collections Librarian has not been hired as of yet. The encumbered temporary salary line was a little low due to this factor and to some unexpected sicknesses. The Board reviewed the rest of the FY08 budget.

**Discussion of increasing subscription fees**

The Board unanimously recommended the following increases for subscription fees. This would be done over a 4 year period finishing out in 2011:

- Subscription fees: \$54-\$100
- Seniors fees: \$34-\$65
- Summer fees: \$20-\$50

**Discussion of City Ordinance title 7 Section 725 (Officers)**

Anne suggested the following changes to the ordinance:

Change July to September and chairman to chairperson. John Shaw moved to approve changes and Helen seconded the move. The attending Board unanimously approved the recommendation.

**Library at Boys and Girls Club**

Anne alerted the Board to the fact that the Boys and Girls Club will probably sever its connection to the City by July 1, 2008. She wonders how the B&G Club will pay for library services once this becomes a reality. Currently, Litchfield and Farmingdale do not belong to the Club. Anne reminded the Board that just payroll comes out of the fiscal budget, not materials. The Board would like to look at this in a later meeting to discuss alternatives and statistics. Anne reminded the Board that if we could put politics aside, we still need to encourage teenagers to read and use the library.

### **Cultural Tourism**

Anne informed the Board that the City Council voted against giving Gardiner Main Street a loan. She reminded the Board that this is not a vote against cultural tourism and that the City supports the library in its efforts to get the word out. There may be another poetry festival or other events to celebrate Gardiner's culture.

### **Staff news**

The City has narrowed its search for its Special Collections Librarian. The job will pay \$14 per hour and it will be a 20 hour position. Anne is just checking references on the 2 finalists.

Virginia Nichols has been promoted to our Young Adult YA) Librarian position. Due to union negotiations, she has not been accepted into the union, but that will happen soon. The union is waiting for the City Council to react to a salary survey that was done in July.

The Maine Libraries Conference was cancelled for this year. Anne is sending her staff to the New England Library Conference instead. This is scheduled for 10/14/07.

On August 6<sup>th</sup>, the library staff went on a retreat to the Belfast area. They visited the Belfast Free Library, the Camden Library and viewed the Rockland Public Library.

### **Gardiner Library Association news**

The GLA is about to begin a 3-year fundraising campaign. The brochure has gone to the printers. The campaign will include the HVAC system for the Children's Room, the main floor and the Community Archives Room. The new furnace has been installed and the chimney will be lined in the next couple of weeks. Don McFarland is the electrical contractor.

### **Old business**

Anne will design a building and property no smoking policy for the Board to approve. We can approve it electronically.

### **New business**

Anne reported that there is a gentleman who is using the Hazzard Reading Room as his primary office space. He uses his cell phone very aggressively and she asked the Board for their opinion. The Board gave her permission to enact a "no cell phone use" policy within the library. It can be seen as a disturbance to the other patrons.

### **Next meeting/Adjourn**

This meeting adjourned at 8:15pm. Our next meeting is scheduled for *Monday, December 3, 2007 at 7pm in the library.*

**Minutes by,  
Pat Struble, Secretary**

**Minutes transcribed by,  
Anne Davis, Director**