

**Gardiner Public Board of Trustees**  
**May 11, 2020**  
**Meeting minutes**  
**(DRAFT)**

**Call to order/attendance:**

Anne Davis offered to run the agenda until chair Helen Stevens is able to join. Members agreed to allow her to do this and she called the meeting to order at 5:30PM. Committee members Joan Thomas (Litchfield), Stephanie Duncan (Randolph), Deborah Sparrow (Gardiner), Sarah Adkins (Pittston), Rachel Choate (Farmingdale), Kim Granholm (West Gardiner), John Shaw (Gardiner) were in attendance and Helen Stevens (Gardiner) joined the meeting at 5:45PM. Also attending this meeting were Gardiner City Manager Christine Landes, Library Director Anne Davis and Gardiner Library Association president Tom Farkas.

**USA Patriot Act:**

Anne reported that the building has been closed for 6 weeks and that there had been no requests for library records.

**FY20 budget:**

Anne told the Board that this year's budget is on course and she has asked staff to only purchase essential titles for the last month and ½. She also explained that Hoopla Digital was costing much more than anticipated.

Christine Landes reported that she had heard of no Council inclination to freeze the budget.

Christine also discussed the increases for FY21 budget and explained most increases are due to payroll and benefits. She also explained the difference between a Council meeting and a selectboard meeting. The current Executive Order from Governor Mills allows for towns to utilize last year's budgets. Maine Municipal Association is working on a way that towns offer voting choices. Currently, if a town wants to change to a written ballot vote, they have to hold a vote to do so. MMA is still looking at other options but they have not made recommendations yet. Anne feels that a line by line ballot may not do well as she would be unable to answer questions that may come up.

Joan reported that Litchfield has postponed their meeting until 7/15/2020 and Kim believes this is also true for West Gardiner. John asked whether Gardiner was looking at unexpected budget expenses. Joan and Tom Farkas both reiterated that Litchfield is very supportive of the library. Other trustees reported what they had heard regarding their meetings. Stephanie wondered whether Anne had any data on how library users missed the library and its services.

**Reopening library services:**

During this discussion Chair Stevens took over the gavel. Anne explained that she is working on a draft policy working with Maine State Library and her staff. She will have a



draft policy for the Trustees to approve at their next meeting. The main issue is that there has been no definitive science on how long the virus stays on surfaces of library items. The policy will include use of computers, newspapers and magazines. Anne also reported that she has ordered plexi-glass partitions so that the staff and customers remain safe. She also reported that she has canceled all in-house programming for the rest of 2020. John stated that we may want to re-examine again as the disease seems to change and it may be safe to allow public into the building. Helen stated that we have to be careful and follow the science and programming may need to cease for some time. Kim reports that digital reading is not her favorite medium but she has adapted as she is sure most people have that prefer to read from a hard copy.

#### **Discussion on fees for library services:**

Anne asked Trustees if they may have any interest in petitioning Gardiner City Council to freeze fees for services back to last year's charges. Gardiner could be looking at about a \$6K revenue loss but it may be worth it to keep the consortium together.

Rachel asked if we were able to extend the expiration date for library cards. Anne responded that all cards were extended to 12/31/2020 so there will be no loss of service. After much discussion, Helen called the vote. A petition to ask Gardiner City Council to roll back the fees for library services to FY20 charges passed unanimously.

#### **Trustee updates:**

There were no updates brought to the Board.

#### **Staff updates:**

Anne reported that she has pulled back her retirement. She will now retire 6/30/2021. Scott has also delayed his retirement to 5/31/2021. They both felt that due to COVID-19, the library should not be under the leadership of un-seasoned staff.

#### **Gardiner Library Association:**

The GLA will be running all meetings with a Zoom meeting. They were also very happy to pay an axillary bill from Hoopla so that our library folks could continue downloading titles.

#### **Other business:**

There was no other business brought to the Board.

#### **Next meeting:**

The next meeting will be in June. It is at this meeting that Board elections should be held.

#### **Adjourn:**

This meeting adjourned at 6:35PM.

#### **Minutes:**

These minutes were transcribed by Anne Davis, Library Director.