



Board of Trustees

Thursday, September 26, 2013

7pm: Meeting Called to Order

Trustees Present: Brigit McCallum, Jon Gale, Ruth Blake, Sonya Durney, Lynn Bilodeau

Trustees Absent: James Bouley

- **Mosaic** - the welcome mosaic over the library door has been completed. All agree is it AWESOME! There will be a story in The Reporter. Brigit is going to work with school volunteers to create additional mosaic for to line the sides of the door.
- **Vice President / Secretary** - Sonya will take the role of VP/Sec. Lynn is back-up secretary. Brigit will continue her role as president.
- **Job Description for Trustees** - Sonya has begun researching what other Municipal Library Boards use as a trustee job description. The WPL board will produce a trustee job description document to share with incoming trustees (we currently have 3 seats available).
- **Bylaws** - The below changes have been proposed. A final decision will be made in October when all Board Members are present.
Proposed bylaws:
<https://docs.google.com/document/d/1-g6AaVJg4IYvJOBP8N3tUXQqIAPVblauRVPETQoz1Jg/edit?usp=sharing>
 - Changed Article 6.2 *The Trustees will be collaborate with the Town of Waterboro and the Hiring Panel in the selection of competent and sufficient staff.*
changed to: *The Trustees will be available to collaborate with the Waterboro Town Administrator and the Library Director in the selection of competent and sufficient staff.*
 - Removed Article 6.6: *The Trustees will have the power to fund-raise for the purposes of the growth and development of the library.*
 - Removed 6.3 *The Trustees will oversee the routine administration and operation of the Library.*
 - Removed 6.4 *The Trustees will be responsible for policy planning and prioritizing.*
 - changed to 6.3 *The Trustees will work with the library director to review policies, supports library funding, establish long-range plans, promotes the library throughout the community, be aware of library legislation at local, state and national levels.*
- **Lighting** - Ruth let Jon (Library/Selectman liaison) know about safety issue re: outdoor lighting. There have been numerous remarks as it is getting dark earlier. Ruth was advised to work directly with Gary Lamb with the Trustees as needed.
- **Role of Liaison** - is a member of the Waterboro Selectman (Jon Gale) who will attend Library Trustee Meetings

on occasion and as needed. The Liaison will read all Trustee Minutes. During Selectman report time liaison will report on the Library.

- **Silent Auction** - October 2nd - November 13th. Ruth shared the items that have thus far been donated.
- **Upcoming Childrens Programs** - Lynn mask workshop - October 19th. Brigit mosaic trivets holiday workshop Dec 14th.
- **Community Service-** James emailed that he has been in touch with Jenn Russell, Head of Maple Valley Girl Scout troops may be available to help with flower garden, help with Sat. craft for pre-school, older girls scouts help with book and bake sale.
- **Book sale for next year:** need more staffing, beverages for sale at the bake sale, rearrange tables to avoid bottlenecks.
- **Issues for next meeting**
 - Library credit card
 - Back room - Lynn will look into 2 comfy reading chairs, side table, & lamp (\$600 budget?). Brigit has a number of prints that have been donated for the wall - will send pictures.
 - Trustee Job descriptions - Sonya will continue to work on this.
 - Strategic plan
 - Open house - week of December 9-14th
 - Community Service

8:39 pm : Meeting adjourned