

Freeport Community Library
10 Library Drive
Freeport, ME 04032

Freeport Community Library Board Meeting Minutes

January 3, 2022

6:00 PM

Courtney Sparks – Library Representative
Joe Vertenten – Library Board Chair
Colin Kaveney – Library Board Vice Chairperson
Stefanie Millette - Secretary

Present: Courtney Sparks, Joe Vertenten, Colin Kaveney, Mary Gallie, Kim Swett, Jennifer Guennette, Sally Martin, Stefanie Millette, Leslie Hallock

Excused: Sally Martin

The Meeting was called to order at 6:00 PM

Initial introductions to new board member, Leslie Hallock.

Agenda items and minutes

- A. December 2021 minutes were approved. A note was made that the Secretary needs to send approved minutes to Christine at the town after they are approved by the board.
- B. Introduction to new Director
 - Courtney Sparks will be officially sworn in on January 4, 2022
 - Similar philosophy to outgoing director - to put staff first in order to drive best customer service
 - Goals: elevate visibility of the library through partnerships, and develop a Plan B in Plan A renovations are not an option
 - FCL has 10 staff. With Arlene's retirement and Courtney's internal transition, one vacancy on the team remains to be filled
- C. Director Report
 - Maine Library Association conference is approaching, 4 staff will attend (cost \$500-600)
 - Joe noted that the FCL Trust exists to cover incidental expenses such as this
 - Door count healthy, considering time of year and pandemic
- D. Patron survey discussion
 - Data desirable from middle school
 - Mary and Jen will consolidate survey draft
- E. Upcoming board transitions
 - Joe and Colin's board terms will be concluding in March and March will be the last board meeting for both of them.
 - Stefanie's board term ends in March. She expressed willingness to remain on as Secretary through June.
 - Courtney will put up a notice at the front desk for new members

- Jenn will send note to Tri Town Equity Committee

F. Open (connection to Friends of the Library)

- Friends of the library will hold a book sale in May

G. Closing / items for future meetings

- Currently, less than 5% of the library budget comes from grants or donations. Most is used for community programs
- Grants for future meetings
 - New circulation desk
 - Pendant lighting
 - Acoustic sound panels

H. Meeting adjourned 6:48