

Freeport Community Library  
10 Library Drive  
Freeport, ME 04032

November 1, 2023  
Library Sunporch  
6:00 PM

Courtney Sparks – Library Director  
Darryl Uy – Library Board Chairperson  
Mary Gallie – Library Board Vice Chairperson  
Katie Majcher – Library Board Secretary

**FREEPORT COMMUNITY LIBRARY BOARD OF TRUSTEES – REGULAR MEETING**

Present: Darryl Uy, Courtney Sparks, Donna Rice, Katie Majcher, Kim Swett, Mary Gallie, Leslie Hallock, Jennifer Jeffrey, Cathy Wolinsky  
Absent: Sally Martin  
Quorum exists.

Meeting called to order at 6:00 pm.

A. Approval of October 2023 Minutes – approved.

B. Director's Report

- October 2023 was a good month though the door count was affected by the mass shooting in Lewiston, ME.
- Cloud Library use is robust. There has been a shift from ebooks to audiobooks.
- Library of things is doing well. Additions are planned.
- Reports from department heads
  - Mary – Youth Services
    - There are new toys in Youth Services thanks to a generous donation.
    - A Junior Page Program has been started with extreme interest.
  - Megan – Adult Services
    - There will be more frequent switching of displays.
    - Current displays include information on the upcoming election as well as increased visibility of the Native Communities.
    - There will be upcoming movie series in coordination with local organizations regarding the Native American experience.
- Staff, in coordination with Courtney, are working on the Policy Review Process. They will meet once a month to determine how well the current policies are serving the library and community. This will be a more active review process than the previous annual review.

### C. Open discussion

- Update on Building Use Survey
  - This survey will be get specific information regarding the specifics of the library building use.
  - Draft questions were distributed to the board. Courtney encouraged the board to review the questions and email her with any suggestions, questions, or concerns.
  - Courtney Sparks, Kim Swett, and Jennifer Jeffrey will be compiling the questions and making it accessible when it is ready.
- Update on building signage
  - Library staff is actively working on a timeline for this and how to make a continuity in signage in the library. It is anticipated this will be a winter project.
- Update on Sunporch aesthetics
  - Kim Swett has been in touch and is beginning to coordinate with the Middle and High School art teachers regarding procuring student art.
  - Courtney would like to now include the area around the meeting room for art.
  - Kim Swett will contact L.L. Bean to discuss the possibility of a furniture donation or discount.

### D. Adjourn @ 6:47pm

Next meeting: December 6, 2023