

Freeport Community Library
10 Library Drive
Freeport, ME 04032

December 6, 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, Katie Majcher, Mary Gallie, Leslie Hallock, Jennifer Jeffrey, Sally Martin, Donna Rice
Absent: Kim Swett, Cathy Wolinsky
Quorum exists.

Meeting called to order at 6:00 pm.

A. Approval of November 2023 Minutes – approved.

B. Director's Report

- December 2023 is a quiet month but going well; traditionally less busy due to the holiday.
- There is a plan for the new town manager, Sophia Wilson, to do a site visit of the library this month.
- Staff, in coordination with Courtney, continue working on the Policy Review Process. In November the Displays Policy was addressed. There were few changes except regarding the front bulletin board. The current working policy of Courtney reviewing items before putting them on the front bulletin board was officially added to the policy. Displays Policy was distributed to Board to review and send comments or concerns to Courtney before finalizing. Courtney will send another policy for board review before the next board meeting.

C. Open discussion

- Update on Building Use Survey
 - The working survey is currently being reviewed by staff.
 - The final version will be sent to the board before going live.
 - It is planned to go live in Jan 2024.

- Discussed inclement policy for Board meetings.
 - If there is inclement weather Courtney and Darryl will discuss options on the day of the meeting and communicate a decision with the rest of the board through email.
 - If the meeting is canceled, it will be rescheduled to next week.
 - If the next week is also canceled due to weather the meeting will be held until the next scheduled meeting.

D. Adjourn @ 6:37pm

Next meeting: January 3, 2023