



Library Board of Trustees Meeting

November 6, 2024

6:30 PM

FCL Sunporch

Minutes as Amended

Present: Darryl Uy (Chair), Donna Rice, Mary Gallie, Jessica Martin, Daniel Hudkins

Absent: Sally Martin

Guest: Wynter Giddings (Library Director)

Meeting called to order at 6:03 PM

- 1. Committee check-in** – various thoughts on the election were shared.
- 2. Approval of September 2024 Minutes** – A motion to approve was by Mary, seconded by Jessica, and approved unanimously
- 3. Board Secretary and member vacancies** – A request was made for someone to become the Board’s Secretary. Dan volunteered. On a motion from Jessica seconded by Donna, Dan was elected.
There are now three board vacancies. One new member has been identified. Suggestions for additional members are welcome. The next approval opportunity will be in early December.
- 4. Old Business**
 - a. Trustees are covered by the town’s Errors & Omissions insurance.
 - b. The Director reviewed the substance of the existing trusts for which the library is the beneficiary
- 5. Director’s Report** – See below
- 6. Proposal of on-boarding presentation** – Wynter suggested having an “on boarding” protocol to be used for new employees and trustees. This was thought to be an excellent idea. It will be required of incoming staff and recommended for board members.





The program referred to as “FCL 101” would include:

- ALA Freedom to Read Statement
- ALA Library Bill of Rights
- FCL’s Material Selection Policy

The opportunity for trustees will be early in the new year, depending on when the current vacancies are filled. The trustees asked to have their process include a tour and FAQs. Suggestions for FAQs should be forwarded to Wynter.

- 7. Funding for landscaper** – landscaping needs for the remainder of the autumn are anticipated to be few. On a motion from Jessica seconded by Mary the Board agreed to allocate \$500 for this purpose.
- 8. Memorial garden exploratory committee** – The director requested trustee membership (no more than 2 trustees) to participate in the process for implementing a Memorial Garden. Suggestions were offered. Donna expressed an interest. Jessica would consider if it was likely to incorporate a children’s area.
- 9. Meeting Day** – Dan made a request to see if meetings could be on the 2nd Wednesday rather than the first to avoid a conflict with the Freeport Fire Company meeting. Wynter will investigate.
- 10. Adjourn** – On a motion from Donna seconded by Mary, the meeting adjourned at 6:58 PM



Director's Report

- Staffing update.
- Efficiency Maine proposal to get funding for EV chargers at the library (and town hall) is still in progress.
- FFCL Book Sale: thanks to all who volunteered. The sale raised \$11k for FFCL!
- Funding request for landscaping fees until I can recruit volunteers to do some or all of the maintenance. In FY24 landscaping fees paid to Mandy Johnson totaled \$2500 and so far in FY25 I have paid \$500. I expect the fall cleanup in November to be about \$1,000. I attended the FCS Volunteer Fair last month in hopes of recruiting some people for this and did speak to 2-3 people who might be interested and they took applications. I will do a call out in the library and on social media in Feb/Mar for this also.
- Loth Trust:
 - Trust is not under FCL Board purview. However, if there are board members interested, they might consider forming an exploratory subcommittee to create recommendations on how the library might begin establishing a memorial garden in the area where the children's story times happen. Since the idea is to grow the trust in order to maintain the garden in perpetuity, I think the first phase of this (possibly in spring 2025), should not exceed \$2500. There is currently about \$7k available to spend and the trust earned about \$2300 in FY24, so my number is based on anticipated annual income. If there is interest, this subcommittee would need to communicate with Youth Services staff to get initial ideas.

Respectfully submitted by Wynter Giddings, Library Director, 11/6/2024

