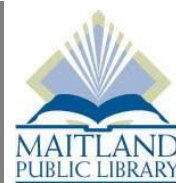


## Maitland Public Library Board of Trustees

Wednesday, November 15, 2023

7:30 pm



ATTENDANCE: The following members were present: Dr. Steve Lee, President; Ms. Marilyn Sandoz, Vice President; Ms. Maria Hannon, Secretary; Mr. Andrew Harrison, Treasurer; Mr. Bob Allen, Chair; Ms. Kristen Johnson, Vice-Chair; Mr. Frank Allen, Trustee; Mr. Dave Baker, Trustee; Dr. Scot French, Trustee; Ms. Laurie Fuller, Trustee; Ms. Mary-Jeanine Ibarguen, Trustee; Mr. Kay Yeuell, Trustee

- The following members were present via Zoom: Ms. Liz Doyle, Trustee
- Staff Present: Ms. Jenn Bishop, Executive Assistant; Ms. Stacie Larson, Director
- Staff present via Zoom: 0
- The following members were excused: Mayor John Lowndes, Ex-Officio;
- The following members were not present or excused: 0
- Members of the public attending: 2

MEETING CALLED TO ORDER AT 7:31 PM by Mr. B. Allen

- Consent Agenda: With no questions or concerns from the board, all items on the Consent Agenda were accepted.

FRIENDS REPORT: Ms. Sandoz reported that sales in the bookstore have been slow. The Friends have purchased poinsettias for the library and gift cards for the volunteers.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson.

- Ms. Daniels has been working on the new Tween section.
- Storybook Tea, the first since 2019, was a success. 126 people attended
- Ms. Bumgardner offered a Classically Crafted class for youth. It was a 3-part series that was well attended. It will be offered again in the Spring.
- Ms. Burgos has hosted many library field trips for local schools.

FINANCE COMMITTEE: Mr. Harrison stated the group had not met, but will in December to discuss different investment strategies.

ENDOWMENT COMMITTEE: Ms. Ibarguen shared the report from the recent committee meeting. Discussion was held to create a new flyer and information for donations. Ms. Larson informed the Board that the library website cannot accept donations via website for e-commerce reasons. Ms. Ibarguen would like to see a brick program once a new building is constructed and offered to head the committee at the appropriate time.

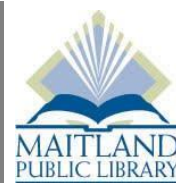
NOMINATING COMMITTEE: Mr. F. Allen shared that the committee has met. The committee feels that nominations for the three remaining seats should be sought. Any board member can identify a potential new candidate. Please pass any potential nominations to Ms. Larson or Ms. Bishop. Another committee member is necessary. Ms. Sandoz volunteered for the position.

Old Business: Councilwoman Lindsay Hall-Harrison and retired Councilman Mike Thomas offered the latest information from City Hall regarding the new building and the vote going before Maitland residents. Councilwoman Hall-Harrison shared that the Council approved the amount to be financed for the new building

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at \$14 million. This number will be presented to voters in the March election. She thanked the Board for their help and support. The new building will cost \$19 million, but the City will contribute funds, leaving \$14 million to voters. The City will hold back funds to use for the repair of the current library building. She suggested the Board treat this election as a political campaign and urged the Board to reach out to the voters. Ms. Larson stated that only the Yes Committee can talk to voters, not the Board. Councilwoman Hall-Harrison said the City will publish materials to educate the public regarding the new building.

Mr. Thomas suggested the Board hire a local consultant, as this campaign could be lost easily. He estimated a campaign this size should cost at least \$50,000. He will approach two local consultants for estimates.

Ms. Larson stated that John Chrastka will head up the Yes Committee. Ms. Johnson will be the Board liaison for the committee.

A conversation regarding funds and how to pay for a campaign was held. Ms. Bishop stated that most of the Board money is locked up in CDs until March. Mr. Harrison stated that a noticed meeting (2-month process) must be held in order to use any funds. Ms. Sandoz suggested that the FoL may be able to help. Ms. Larson questioned why the vote was being shared in a political referendum. Councilwoman Hall-Harrison stated that the cost of a separate election was too great.

Public Period: Mr. B. Allen opened the Public Period. There being no one who wished to be heard, Mr. B. Allen closed the Public Period.

### Discussion Items:

- **Donation Flyer** - Ms. Bishop shared the new version of the proposed flyer. This will be voted on at the December meeting. Mr. Harrison suggested the removal of the wording "for future patron use."

### Decision Items:

- **Collection Development Policy**- Ms. Larson shared the previous version did not include language for the new Tween collection. The language has since been added. Mr. Yeuell motioned the Board accept the new policy. This was seconded by Mr. Harrison and voted unanimously by all in attendance.
- **Plan of Service** - Ms. Larson shared the specific tasks that staff will accomplish this year in order to receive State Aid. Mr. Harrison motioned the Board accept the Plan of Service. This was seconded by Mr. Baker and voted unanimously by all in attendance.

### Dates to remember:

- December 3, 2023, 2pm Holiday Tea Party
- December 9, 2023, 2pm Winter Wonderland "Holiday Heatwave"

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7:30 pm



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- December 20, 2023, 7:30pm Monthly Meeting

Dr. French invited the Board to a talk he is giving on November 29, 2023 at the Art & History Museum on the Hungerford School.

Ms. Hannon reminded Ms. Bishop to add the purchase of gift cards for Library staff to the December meeting.

MEETING ADJOURNED: A motion was made by Mr. Yeuell at 8:55 pm to end the meeting. This was seconded by Mr. F. Allen and accepted unanimously by all members in attendance.

Minutes submitted by Maria Hannon, secretary