



Alice L. Pendleton Library Trustee Meeting Minutes – May 25, 2016

The Alice L Pendleton Board of Trustees meeting was called to order at 9:02 AM at the library. This was a meeting held to discuss the Children's Internet Protection Act (CIPA) and our Internet Policy. Present at the meeting were Jack Coffin, Kathy Kerr, Suzanne Small, Cynthia Hanson, Ruth Hartley, Alice Fay and Sarah Randlett. Library Director Linda Graf attended as well as Jennifer Whyte.

Jack Coffin, Chair of the Board of Trustees, greeted everyone and called the meeting to order.

The Library Director, Linda Graf, stated that the purpose of the meeting was to inform the public of our Internet Safety Policy which is needed to be fully compliant with the Children's Internet Protection Act (CIPA). This allows us to qualify for the yearly e-rate reimbursement. Meeting the requirements of this act also ensures that we can both protect underage patrons from harmful, explicit, and/or age inappropriate internet material, while also allowing adults to lawfully bypass this filter on request to access information which is deemed inappropriate for minors.

Linda read the policy to everyone and a copy will be available at the library to anyone to review.

Alice Fay made a motion to accept the Alice L. Pendleton CIPA compliant Internet Safety Policy.

Kathy Kerr seconded the motion. The vote was unanimously in favor of the policy.

Trustee Chair Report:

The original estimate to repair the elevator was \$30,000. Janet Anderson, town manager, was able to reach out to the company and get the estimate reduced to \$26,376. She proposes that the Trustees consider the use of \$10,000 from our unrestricted fund and that the town would cover the remaining cost. If this is approved it would leave a balance of \$35,015 in our unrestricted account. Ruth Hartley made a motion to accept the proposal. Kathy Kerr seconded the motion. The vote was unanimously in favor of using \$10,000 from the unrestricted fund.

The library has received a grant application from Christ Church Dark Harbor. Discussion ensued regarding possible ideas for the grant. Both a 3D printer and recouping the funds needed for the elevator repair were considered. Agreement was made that the application would be used for the elevator accentuating the necessity of accessibility.

Four new sawhorses have been ordered for use during the annual book sale to be held on July 16 and 17. (Set up will be July 15.)

Director's Report:

The recycling bin has been returned to its original placement. The damaged sawhorse has been somewhat repaired. The water spigot has been installed.

The one brick in the original walkway that needed replacing has arrived. The total cost with shipping was \$30. Linda Graf stated that it is important to always have some money in the walkway account for any future brick repairs/replacements.

This year's story walk book is 'There are No Moose on this Island'. The walk will be coordinated with IIT.

Holly Willis has sent an email indicating that she would like to host a non-fiction writer's workshop sometime this summer during her visit (June 29 – Aug 7). Linda will coordinate a date with her.

This summer's children's reading program has a theme of On Your Mark, Get Set, Read! It will encourage both physical as well as mental fitness. Many of the incentive goals will emphasize full body activities. ie: play badminton; do jumping jacks; jump roping.

The Friend's event this summer will be held at noon on June 29. The Mad Scientist will perform a program titled Olympic Madness. It will involve both science and physical activity.

Consensus was that there would be no float in the 4th of July parade that is being held on July 2nd.

At our next meeting, and all fall meetings going forward, we will review the trustee term dates.

The new software, Destiny, has been installed. It will involve progressive changes. Eventually it will be possible for people to search online for books in our collection and to reserve books.

Children's Program:

Suzanne Small reported the following:

March Program – How Grown Up are You – 0 kids

April Program – Make a Monster – 3 kids

May Program – cancelled

Linda and Suzanne will be meeting to set a schedule for the entire fall/winter before the program resumes in October.

Volunteer Report:

Jennifer will have the June volunteer calendar completed by day's end.

Old Business:

The need remains to find someone to organize cookie bakers. Linda and Jennifer have been supplying them as of late.

Decisions and Actions:

Linda will reach out to Kara about the Mad Scientist event to see if it can be worked into the summer camp schedule.

Linda will contact Cynthia Hanson about Summer Story Time.

Jack will submit the Christ Church grant application.

Jack will approve the town's proposal to use funds from our unrestricted fund to help pay for the needed elevator repairs.

Next Meeting – September 21, 2016 9:00 AM

Meeting Adjourned at 10:15 AM.