

PARSONS MEMORIAL LIBRARY
MINUTES OF THE MEETING
March 11, 2019

Present: Dominique Zulueta, Cathy Conley, Marti Northover, Cherry Chretien, Gus Hedden, Eileen Connolly
Absent: Tom Stonehouse
Cc: Joyce Wood
Meeting started at 7:00

Library Director's report was read and accepted.

- Gus updated info on elevator. Gus is in favor of going with Casco Bay for elevator repair. He will obtain another quote. There is a one year warranty.
- Gus will submit an application to the Maine Public Library Fund grant to fund a series of yoga classes for children and adults.
- The book cart at the food pantry has been quite successful. Gus will write and sent out a press release.
- Gus will check facebook messages and email and reply asap. Some people are not following the process for registering for programs.
- Tree fertilization was discussed. Gus will call and ask for inspection and quotes for trees so the board can decide on this.
- Donations will be accepted for the use of the community room. A statement will be added to the application and a sign put in the community room.

Secretary's minutes were accepted.

February chores were reviewed. Dominique's surgery postponed artwork.

Treasurer's report was accepted.

- Marty provided current information on accounts.
- Marty explained and suggested using Amazon Smile for donations. The board was in agreement. She will work to set this up.

Correspondence

- No correspondence

Old Business

- Dominique presented a timeline and new information on the elevator. Tony Palminteri and Jim Allaire have met with a representative from the manufacturer. A technician has performed some diagnostics, and a report and quote are expected. Eileen pointed out that the King grant application deadline is April 15th. A firm quote will be needed if the grant addresses the elevator repair.
- Mission statement and vision discussion will continue.

-Job descriptions are not complete. Dominique, Eileen, and Gus will meet on 3/13 to prepare drafts that will be forwarded to board members and reviewed at the April meeting.

New Business

-Marti and Eileen’s terms will expire; both will run again. Eileen’s name will not be on the ballot and will require write in votes. Cathy would like to retire now, and there are a few people interested in her seat. Dominique will follow up on those interested.

-Circulation/visitor numbers from 2014 to 2018 were discussed. Provision of programs and activities to increase patronage of all age groups is a board priority.

Meeting adjourned at 8:10pm.

Next meeting: Monday, April 1, 2019

Respectfully submitted,
Eileen Connolly, Secretary

Chores:

Gus	Check and update facebook and email promptly	Call on tree inspection and fertilization	Add statement on donations to community room application, plus create sign for community room	Job description meeting 3/13 4pm
Dominique	Artwork for stationery and poster for home delivery	Follow up on prospective volunteers to fill Cathy’s seat.		Job description meeting 3/13 4pm
Marty	Set up Amazon Smile			
Eileen				Job description meeting 3/13 4pm