

**Robert A. Frost Memorial Library**  
**Library Board of Trustees**  
**Minutes**  
**January 13, 2015**

Present were: Barbara Gallagher, Nancy Ward, Larry Tardy, Jean Bernier. Others present: Jessica Givens.

1. Meeting called to order at 4:15 p.m.

2. Approval of minutes dated November 18, 2014.

3. **Old Business:**

a. Kathy Obar Albert kids' extension room – Instead of family-requested picture plaque, library will provide standard plaque and suggest the family consider donating a portrait. Room is emptied, Jessica will continue to plan and put together the room.

b. Rudman grant – Jessica submitted grant for author visit to coincide with Astronomy Day program in May. Collaborating with MSSM Astronomy Club, Caswell school, Fort Fairfield Public Library, and Science Center in Easton for author visit. Regardless of grant, library will hold Astronomy Day at FML and Caswell school.

c. Digital repository – Little progress during the last two months, but Jessica will continue to add to it.

d. Career workshops – No progress. Career Center a no-go due to limited business hours. Jessica will reach out to other organizations to plan a series of workshops.

4. **New Business:**

a. Library at town festivals – The library will have a table at Winter Fun Day, manned by Jessica, Angel and/or the Friends. Library will also plan on having a booth during 4<sup>th</sup> of July, and possibly be in the parade.

b. Heat pump – Needed for supplemental heat, but primarily for cooling during the summer. We will continue to explore our options for funding.

c. Telescope grant – Jessica will apply for a circulating telescope later this month.

d. New programs – The library will have two new all-ages programs this year: National Readathon Day on Jan. 24<sup>th</sup> from 12-4, and an Edible Book Contest on April 4<sup>th</sup>. For Readathon Day we will be open for four hours to anyone who wants to sit and read. The edible book contest is open to all and we will award a children's winner and an adult winner.

5. **Librarian's report** – The library had several problems with the furnace in November and December. All heaters are currently working. Jessica is networking with more community organizations. She has attended a Rotary meeting, is volunteering with the Chamber of Commerce, and will attend an Aroostook Leadership Initiative lunch, having been invited by Luke Shorty. The MSSM Manor students will use the library as an emergency meeting location during the winter months. Jessica will pass along the procedure document when Matt Grillo has finalized it. Jessica attended a department heads meet-and-greet with the new town manager, Fred Ventresco on Jan. 9<sup>th</sup>.

6. **Other:** Library needs a Claims Returned policy. Jessica will look at other libraries' policies, write a draft, and send to trustees. We have a new volunteer, Kendra Tracy. She and Hannah have done a great job clearing out the kids' closet and organizing things downstairs.

7. **Next meeting: March 10, 2015**

8. Adjourned at 5:00 p.m.

Respectfully submitted,

Jean Bernier  
Secretary