

Appleton Library October Minutes
October 18, 2017

The meeting was called to order at 7:07pm on October 18, 2017. Trustees present were Margaret Wilson, Victoria Bucklin, Jessica Pearson, Nancy Brown, and Jessica Whitworth. Library Coordinator Julie Sells was not present. Select Board Representative, Lorie Costigan was present. Debby Keiran and Heather Wyman were not present. Minutes: Lorie made a motion to accept the September minutes. Victoria Bucklin seconded it, and the vote was unanimous.

Treasurer's Report: There were no Treasurer's reports at this meeting due to Heather Wyman's absence. Heather plans to email the treasurer's report to the board so we can discuss and approve the report at the November meeting.

Coordinator's Report: Julie was not in attendance to present the Coordinator's report. The board went over the report that Julie had previously emailed out to the group. Board members discussed different methods to promote all the great events happening at the library. Perhaps making a monthly calendar of events to hang up at the school, town hall, and library, as well as to posting it on our website, Facebook page, etc would be a great visual reminder for people to have and thus increase attendance at library events. Lorie will look into the rates for a nonprofit to promote their posts on Facebook as another method of advertising our great events.

Action between Meetings:

1. Heather contacted Ken Ward. He agreed to help her pick out a shed to purchase. Ken also agreed to help with making the pad site.
2. Margaret Wilson began filling out the application for Maine's State Agency for Federal Surplus Property. She will hand over the application to Julie for her to finish filling in some details and then submit it.

Old Business:

1. Committees: Both the 5k and Blooms, Books and Barns committees will activate in November.

New Business:

1. Interiors Committee Interiors Committee held a meeting but only Victoria was in attendance. She focused on looking into ideas for the bookshelf in the front hall of the library. She also mentioned that a design contest for a new magazine rack would be a fun way to generate interest and involvement from the community.

2. Tuesday Nights Victoria looked into the numbers of patrons visiting the library on the Tuesday night 5:30-8pm shift. She discovered that those numbers were quite low compared to Thursday night shifts. She wondered if it was worth keeping the library open on Tuesday nights. Margaret reminded us of the library's policy to have two people on each shift and if it is consistently hard to find two volunteers to staff that shift then we should take the shift out of operation. Julie can be the one to make the final decision. Margaret will discuss this issue with Julie.

Items for next meeting on November 15, 2017:

1. Shed update
2. Tuesday Night Shift
3. Fundraising Committee Check-in
4. Advertising events for the library

Jessica Pearson made a motion to adjourn meeting at 7:50 pm. Margaret seconded the motion. All were in favor.

Respectfully submitted,

Jessica Pearson

10/18/2017