**Camden Public Library Board of Trustees**

Minutes of January 16, 2025, meeting conducted in person and via Zoom.

**Attendance**

A quorum was in attendance.

Present in person: Marisa Baskin, Erin Donovan, Patty Eddy, Ken Gardiner, Jake Gerritsen, Jennifer Gromada, Elizabeth Senders, Heather Shanklin, Kristen Smith, Natalie Travia, Larry Ward, Kendra Watkins, Christina Young

Absent: Jeremy Pratt

Non-Board Members Present: Jean Brewer, Tony Grassi, Ken Gross, Robin Harlow, Dave Jackson, Kristy Kilfoyle, Alison McKellar, Bruce Meyer, Russell O’Bryan, Lynne O’Leary Annis, Wyatt Porter, Stephanie Smith, Susan Todd

1. The meeting was called to order at 4:04 pm EST by Kristen Smith.
2. During the public comment period, the following comments were provided:
   1. Tony Grassi, Camden resident and member of Restore Megunticook, urged the Board to listen carefully to MRCAC’s detailed recommendations before taking a position.
   2. Ken Gross, Camden resident, member of Camden Select Board, and member of Save the Dam Falls committee, greeted the Board.
   3. Stephanie Smith, Camden resident, urged the Board to make wise decisions on behalf of Camden Public Library and to listen to the MRCAC recommendations.
3. The minutes of the November 21, 2024, meeting were approved.
4. Kristen Smith introduced Wyatt Porter. Wyatt is the History Center Coordinator; he also works in Circulation and provides technology help. Wyatt is a lifelong Midcoast resident, has a BA in History, and lives in Lincolnville. In the History Center, Wyatt helps patrons with archival research, mostly on relatives and properties in Camden. While working in circulation and technology, Wyatt enjoys meeting and helping Library patrons.
5. Kristy Kilfoyle presented the Director’s report, adding the following:
   1. CPL’s Personnel Policy was updated to address Maine Paid Family Medical Leave. A motion to approve the updated Personnel Policy was made and passed.
   2. CPL was invited to apply for an IMLS Community Centered Library Leadership Grant.
   3. CPL’s FEMA program officer is leaving the position effective January 31, 2025. If we receive the historic architect and engineers report (due January 17), she will try to get that incorporated into our project. Their costs will be covered by FEMA at 75%; we will have to front the costs and then get reimbursed.
   4. Repointing of the exterior walls will be ~$400,000. The Finance Committee is considering ways to pay for the upfront costs in advance of FEMA reimbursement. The architect and engineers will present mitigation options for the seawall which will be sent to FEMA; FEMA engineers will develop the plan to be implemented.
   5. Remote Workers Grant received an additional $1,100 from the State of Maine. This project is very close to completion, needing just a few more touches on the bathroom.
6. Liz Senders reviewed the November and December 2024 financial statements, adding the following:
   1. There is no update on Coastal Copper.
   2. The Finance Committee met last week to review statements and the Accountant’s Report. Abe Dugal and Sarah Ruef-Lindquist from the Allen Agency attended to review our investments which are doing very well.
   3. Kristy Kilfoyle announced receipt of two donations in December totaling $4,000.
   4. The proposed Finance Policy was discussed. The language will be adjusted to include Library grounds, Amphitheater, and Harbor Park.
7. Russell O’Brien reviewed the Facilities report, adding the following:
   1. CPL is soliciting bids for sprinkler system inspection.
   2. First floor carpet was cleaned.
   3. Some Library Windows will be replaced, including in the Executive Director’s office, children’s room, and upstairs overlooking the Faun’s Garden.
   4. There were two instances of water incursion in the Executive Director’s office in December. If CPL receives a Save American’s Treasures Grant, this may be used for repairs.
8. Dave Jackson reviewed the Parks report, adding the following:
   1. Wedding prospects not booking because they are struggling to find reception venues.
   2. Kristen Smith noted that the benches look brand new after being power washed.
   3. Kristy Kilfoyle noted that Russell has reviewed the bench renewals and there are a few that are not attributed anymore and available for sponsorships at $5,000 for 10 years.
9. Natalie Travia reported for the Nominating Committee.
   1. Jana Mohr Lone was presented as a Trustee candidate. After discussion, a motion was made to elect Jana Mohr Lone to the Board of Trustees. The motion was approved.
10. Susan Todd provided an update on MRCAC activities.
    1. In December, MRCAC members presented their recommendations; 8 of 9 members recommended dam removal (Scenario C) and 1 recommended keeping the dam (Scenario A). Each statement is on MRCAC’s website and the Town of Camden website.
    2. MRCAC is developing a consolidated recommendation and warrant which is due to the Select Board on February 13, 2026. MRCAC meetings are open to the public; they are held each Wednesday afternoon. The Select Board will discuss and decide whether to accept, modify, or reject the recommendation. After the warrant is approved by the Select Board, MRCAC will hold a series of meetings to share information with Camden residents. Alison McKellar explained that the Select Board will have discussions with CPL to understand their position and get their input on wording for the warrant, adding that the major grant application included Harbor Park and that NOAA has indicated that it would prefer to have all of Harbor Park included. Select Board Public Hearings on warrant articles are scheduled from March 4 through March 18, 2025, and the Warrant is schedule to be approved by the Select Board on April 15.
11. Marisa Baskin reported on the Harbor Park Special Committee activities.
    1. The committee is waiting to receive MRCAC recommendations on February 13.
    2. There is no update on high water mark sign for Harbor Park.
    3. Kristen Smith noted that two emails regarding MRCAC activities have been received; the first from Save the Dam Falls and the second from Robin Harlow and Lawrence Cotton.
    4. Susan Todd noted that the committee may want to meet with Save The Dam Falls and Restore Megunticook or to watch their presentations to MRCAC on YouTube.
12. Liz Senders provided an update on Camden on Canvas.
    1. Camden on Canvas will now be held every other year. In 2025, CPL will introduce a new event in the form of a 2-week online auction with local artists called Art in the Stacks. This format will feature smaller pieces of artwork that will be on display in the Library. Artists will be asked to donate 100% of proceeds. A reception will be held on the last day with artists in attendance. Event setup will be on July 20 with the auction to run through August 3. Colin and Kristy will begin reaching out to artists. Camden on Canvas will return in 2026, with the two events held in alternate years going forward.
13. Larry Ward provided an update on the Book Sale Committee.
    1. The Book Sale committee has met their fiscal year budget.
    2. Rotunda sales are bringing in $1,000 - $2,000 a month.
    3. The next book sale in the shed will be held on Saturday, January 23, 2025, from 10am – 4pm during Winterfest. The committee would like help from Trustees; Larry will send an email requesting volunteers.
14. Old Business
    1. There was no old business.
15. New Business
    1. Kristy Kilfoyle presented the Camden Public Library Culture Statement which was developed as part of the Strategic Plan.
    2. Kristy Kilfoyle is ready to plan an initial meeting with Trustees on the Strategic Planning process. As part of the process, there is a plan to survey patrons through interviews, focus groups, and a poster board.
16. A motion was made to go into Executive Session at 5:25 pm EST. The notion was approved.
17. Executive Session ended at 6:26 pm EST.
18. A motion to adjourn the meeting was made at 6:26 pm EST. The motion was approved.
19. The next Camden Public Library Board of Trustees meeting is February 13, 2025, at 4:00pm.

Respectfully submitted,

Jennifer Gromada