

**Rice Public Library
Board of Directors' Meeting: Archive Copy
September 19, 2018**

Present: Rachel Dennis, George Dow, Dianne Fallon, Doug Greene, Dave Harris, Lee Perkins and Bill Tredwell

Guest: Dean Bouffard

President Dennis called the meeting to order at 6:30 p.m.

The town has voted on the preferred location for Rice. Two main issues remain: the transition to becoming a Town Department and the continuation of Rice Public Library Board of Directors as a 501.3c.

A Memorandum of Understanding about that transition needs to be developed. There was lots of discussion about the timeline, memorandum, and related issues, such as the possibility of using library assets to leverage a National Endowment for Humanities federal grant. More information is needed about what "counts", from federal point of view, for as "matching funds."

A consensus emerged about a MOU:

- The Taylor Building continues to operate until the building addition is complete.
- The Library contribution will be the appraised value of Taylor and Rice Buildings.
- A sentence is needed about the employees/positions becoming town employees with positions and benefits comparable to their present positions.
- The Library board will be an advisory board and continues as a non-profit corporation that raises funds, etc.
- The Rice Public Library 501.3c non-profit organization will retain cash, bequests, and related assets, to use for the benefit of the library, as the board best determines.

Dean will draft a copy of the MOU.

The three stock certificates have been removed from the list of safety deposit box items. Atty. Bouffard, upon doing some research, determined that these certificates had no value and he will write a letter that will be attached to the certificates.

Motion: Dave motioned to accept the August 21 minutes. Bill seconded and the motion passed unanimously.

Public Comments: none

Director's Report:

The LED replacements have begun.

From Katie, Circulation Supervisor:

- For the second year in a row, Rice children's programming attendance is #2 in our category, at 9,404
- #1 for museum passes at 2308
- #2 and #4 for audio and video holdings, respectively.
- #11 in borrowing per capita, with the average library user borrowing 17.82 items each year.

New Library:

Taylor Committee: The main focus was an understanding of the big picture of the Foreside. i.e. what parcels are town-owned. How would Taylor property fit into this picture? The Committee also toured the library property. There were lots of questions about the history of the purchase, funding and the rehabilitation of the Taylor building in the early 1990's. Lee provided some history and said she would research the rest of the info. The next meeting will focus on reviewing how other towns have requested development for certain parcels and also on how to solicit public input. Next meeting: October 2

Design Committee: The Draft RFP has \$4 million in it, with no rationale for that number. Board consensus is to remove any specific budget number for the project. The consensus is the RFP needs more specifics about library needs, i.e. a list of library services similar to what was presented in similar proposals from other towns like Falmouth. The timeline for a town bond vote is November 2019. Next meeting: September 26

Town Dept. Committee: The work is moving along. Next meeting: October 23

Ongoing Business:

The following people owe their part of Lee's annual evaluation: Dave, Rachel and Lee. A draft date needs to be set up with the Personnel Committee.

New Business:

Annual reminder:

1. ALL requests go through Lee and she filters them to the staff.
2. Suggestions to Lee must be submitted in writing to her at least 1 week prior to the board meeting for reflection/research.
3. Please carry book bags between buildings if you have the time.

Definition of Emeritus for By-Laws:
Board Member Emeritus can attend all meetings, join in all discussions and receive all board email, but cannot vote, be included in personnel matters and be on individual committees as the only board representative. Dudley has been on the board since 1987 - 31 years. The board will vote on this additional language at the next meeting.

Rachel read a thank you letter from the USS New Mexico Sub Commander for the Fort Foster dinner and movie night.

To find the Library Building Committee Archived videos:

1. www.kitteryme.gov
2. Meeting Video Archive (on left)
3. Click on each month to find the archived video (on right)

To find the Taylor Building Committee Archived minutes:

1. www.kitteryme.gov
2. Minutes and Agendas (on left)
3. Taylor Building Committee

Next Regular Meeting: October 16 at 6:30

Adjournment: Moved by Bill and seconded by Doug to adjourn the meeting at 8:21 p.m.
Motion passed unanimously.

Board minutes recorded by: