

Meeting Minutes from September 8, 2021  
Submitted by Weslea Sidon

Bass Harbor Memorial Library  
Board of Trustees  
Meeting Minutes from September 8, 2021

Present: Pete Madeira, Art Paine, Weslea Sidon, Kathie Pratt, Jessica Bass,  
Rachel Kohrman-Ramos, Director Lisa Murray  
Not Present: Rick Smith

1. Jessica Bass called the meeting to order at 5:03 PM.
2. Roll Call and Excused absences, see above.
3. Minutes from June and July meetings:  
There was some confusion over receipt of the minutes and a date error.  
Approval was tabled until next meeting.
4. Directors Report:  
The Board did not meet in August meeting and therefore no formal report, but Lisa updated the board on very successful Ruth Moore Days events and Art Camp session.

There was some discussion of need for and pay rate for subs and an administrative assistant, but since November is the usual time for adoption of a new budget, the discussion was tabled until then.

5. Remote Option:  
Because of Covid, a remote option is possible.  
Rachel Kohrman-Ramos moved to allow hybrid meeting and keep full remote option possible if the Board determines it is necessary. Seconded by Pete Madeira. Approved unanimously.

6. Committee reports and updates.

1. Fundraising and Finance Committee: The annual appeal was discussed. A recommendation was made to use a glossy card insert instead of an appeal letters. Goal is to have the appeal ready for mail by November. The fundraising goal for the appeal is \$8000.00. We are almost half-way to meeting our annual financial commitment to the town.

Rachel Kohrman-Ramos moved to go forward with the annual appeal at a cost of \$1,000.00 with the suggested design. Seconded by Art Paine. Approved unanimously.

2. Building and Grounds: Landscaping and Patio work going on with an estimate of Patio completion in two weeks. Community member Josie Lawler will help with plant selection. Painting should be ready to begin. There was a complication with paper work, but as far as Lisa knows the invoice is now presented and the money will be made available to the painter. Lisa will remain as contact/point person for the painter.

3. Board Development: The Board Development committee distribute a "Welcome Packet" with a Trustee Job Description, By-Laws, and Strategic plan. This is still a work in progress, so other information will be added over time. The committee will bread down the Maine State Library Hand Book so the vital pieces are easily available.

7. Discussion Items:

1. The Book Fair went very well, with very good volunteer help. Approximately \$2700.00 was raised.

2. Sub Committee assignments are still being sorted out.

3. Art Paine would like to have of "punch list" of suggestions for winter building needs.

8. Motion to adjourn by Pete Madiera, seconded by Art Paine. Approved unanimously.

Meeting adjourned at 6:21 PM.

Next meeting October 13, 5 PM.