

Lewiston Public Library
Board of Library Trustees
January 7, 2021 Meeting - Zoom

In attendance: Elizabeth Clifford, Dan Jenkins, Sarah Gillespie, Darby Ray, Barbara Benjamin-McManus, Abdifatah Afrah, Mariah Pfeiffer, Mayor Mark Cayer

Also in attendance: Marcela Peres and Steve Bouchard (LPL), as well as Nicole Rancourt (APL)

Meeting called to order by Sarah at 5:36 pm.

Checking in exercise: Grounding word, constructive good

Adult Services Department Report—Steve Bouchard, Adult Services Librarian

- Last update was February 2020. Obviously, a lot has occurred and it has been a difficult year.
- Full time staff in the department - what do they normally do vs. what are they actively doing now
 - Ivy Moser - she was expecting to work 2 days in adult, 3 days in children. But after the pandemic hit, she switched full time to children dept. Helped to transform that department, and accomplish a lot and have her absorbing/embracing challenges in that role.
 - Harper Chance- expected to build up teen programing and attendance in the physical building. Due to pandemic, working mostly at home, and has been the social media and programming lead/coordinator. It has expanded under these remote services.
 - Wendy West - expected to develop adult programming, especially IDEA Lab. Instead, developed a variety of virtual programming for adults. Wendy has been the point person for staffing reference desk and answering patron inquiries. Does a lot of video editing, she has stepped into that role.
- Programming changes have ramped up, and on a positive side these will be continually useful going forward as we return to normal. Esp. things like the Great Falls Forum.
- Learned more about digital preservation. Some groups in the community have done oral history projects - Community Concepts and Sam Boss @ Bates. Library is helping to preserve those projects and make available to the public.
- How services/physical space has changed:
 - Rearranged physical spaces to provide services. Public computing

on second floor - became a focus early, but it took several months before understanding how to provide it safely. Needed sufficient physical spacing, limiting exposures, and disinfecting. That was impractical in the computer lab and other existing computer spaces. Moved to in front of the reference desk. 45 minute spaces 3x a day. Every other computer is used to create buffer space. Have not been serving large numbers but a critical service. This set up is a permanent change. Makes public computing more manageable and more visible. Created a domino effect to create opportunities on other parts of the floor as well.

- Change created a bigger and separate teen section and a lounge/activities room. Better space for the activities for teen section. Makes it easier to keep adults out of the teen lounge space. This will allow for teen collections to be accessible by adults to keep the adults generally away from the lounge space. Darby asked if there was a furniture situation for the lounge space. The rearrangement situation has also fortunately not needed any new shelving or other physical alterations, but furnishings are not a priority until patrons will be there (and there is appropriate furniture for when it will be). Steve says “we are literally years ahead in terms of these rearranging projects” because of the pandemic enforced closure.
- Former internet room is now a reading room. There hadn’t been a reading room before, but when things get more normal, the computer stations will go away, and will be replaced with tables or study carrels. The change will replace some seating and spread it out better for better flow on the second floor.
- Started developing a comprehensive directional signage on the second floor. Going to help patrons and promote services that exist. Phase one of a bigger project, looking for it for a library wide basis.
- Important next steps:
 - Reconfiguring former comp lab into a computer classroom.
 - Exploring more options for more storage space and dedicated staff workspace on the 2nd floor - 2 out of 3 full timers don't have workspace away from the reference desk.
 - Weeding the entire nonfiction section
 - Using the computer hub model to bring in mental health professionals - partnerships with service providers in progress to meet patrons where they are at
 - Microfilm - have a complete run of Lewiston daily newspapers but the microfilm reader is on last legs, and digitization is a long term project that will be very expensive and thus is long term
 - More training for staff - esp. more training for a diverse patron

base. (different cultures, mental illness, addiction, disabilities, etc/so forth)

- Darby suggesting some of the details from Steve's report need to be shared with city council. Barbara remarked on the beauty of the building. Dan suggested that any other long term projects may need a little resourcing, given the closed nature. Darby: praise for Marcela to Surge Ahead! During these remarkable times.

6:27 The minutes of the 12/3/20 meeting were unanimously approved, after a motion from Dan and a second from Mark. Darby noted how great her minutes were.

6:28 Library Director's report

- Long time staff member Pete Alberda passed away and a virtual memorial was held. The family requested donations in his honor to the library.
- Opening situation remains largely unchanged. Approximately 90 libraries have rolled back to curbside/complete closure. (total of 200 or so in state). They believe that limited children/computer services can remain and spacing out can remain.
- NEH grant:
 - Received an extension to April 30.
 - Finished up a sent out mailing to every LPS student for all offerings at both school and at the library. Grant funding paid for printing/postage and to have it translated as appropriate.
- Lois Lowry virtual author talk had 50+ attendees
- Bringing back Art Van. typically 20-25 kids before. Now take and make kits. Art Van will curate video tutorials.
- Upcoming programs
 - Jan 22 Great Falls Forum (Zoom and Facebook Live also YouTube after) - Darby shoutout for being instrumental. Maine CDC's Dr. Shah will be interviewed by Katie Boss on the issues re: mental health from pandemic and vaccine info. 1pm to 1:45. Request for American Sign Language - and if possible they make every effort possible. This will be provided for free this time!
 - Series with joint partnership with Portland Public Library - pairing young adult book authors with community partners who are working on the issue. Book is about disordered eating, a nutritionist will be joining to discuss.
- Darby moves to accept, Mariah seconded. Approved unanimously.

6:37: Incoming/outgoing trustees

- Final meeting for Ted and Abdifatah
- Sarah has been reappointed
- New Members: Marissa Deku (sp?) the HS librarian at Lewiston HS and a former employee at both Lewiston and Auburn public libraries and Ed Barrett, former city administrator (just retired).
- Appreciations to Abdifatah, and love to Anne Kemper as she recovers.
- Switch of Mariah joining at APL meeting in January

6:45 APL report (Nicole Rancourt)

- Still conversing re: fine-free situation, There is overwhelming consensus that they want to do it, but budget acrobatics to make the numbers meet
- Nicole is the Chair of the Fundraising committee - silent auction did not do what it usually does, but realized that it doesn't do what they need from it regardless. New: Grab bag type fundraiser, modelled after Gardiner mainstreet double purpose highlight community businesses. To get sponsors from local businesses to make grab bags and sell the bag as a fundraiser - get the community engaging with businesses trying to center the library as a community hub that is business friendly. Investigate a pseudo antiques roadshow to get local stuff appraised by experts.
- Engagement Director/ fundraising coordinator. This position has been vacant for a couple of years, and it appears they will be making an offer imminent. Full time position instead of part time.

Old Business

- Revote: Holiday Schedule
This year is a little wonky because New Year 2022 falls on Saturday, but that means that it will be honored on Friday 12/31/2021

Darby motions to approve, Mark seconds. Unanimously approved

Mark motioned to adjourn, Darby 2nd, unanimous.