

**Town of South Thomaston
Library and Community Auxiliary Board of Directors Meeting**

Minutes of Meeting #7

February 26, 2024 at 4:00 pm at the South Thomaston, ME Town Office

Present: John Spear, President (via Zoom), Erv Curtis, Sheryl Dacso (via Zoom at 4:05), Barbara Reitz, Treasurer, and Sandy Weisman, Secretary.

Absent: Rhonda Nordstrom

Public: Catherine Lerme, Moira Paddock and Candace Smith

I. J Spear called the meeting to order at 4:00 pm

II. Minutes:

S Weisman moved to accept the minutes as amended from January 22, 2024. B Reitz seconded the motion. The motion passed 3-0. (2 abstained due to being absent at the 1/22/24 meeting). J Spear asked that minutes be marked "draft" when they are sent out.

III. Protocols regarding emails:

J Spear requested that no business be conducted in emails. J Spear also requested that all emails be copied to all BOD members.

IV. Treasurers Report:

B Reitz reported that the quoted price for BOD's liability insurance was \$661.00 and asked for permission to go ahead with purchasing the policy.

S Dacso moved to approve the BOD's insurance for \$661.00 and authorizing B Reitz to write a check for the insurance policy. S Weisman seconded the motion. The motion passed 5-0.

B Reitz updated the BOD that the board does not have 5013c status (IRS code) yet and that the process cannot be expedited. The 5013c status will not be given until perhaps September 2024. B Reitz is continuing to work with Congressional office of Chellie Pingree.

B Reitz reported that the current balance in the check book is \$2300.00 and that there is also \$1000.00 in the South Thomaston town account under the Auxiliary account.

V. Little Green Light Software update:

J Spear reported that J Spear, C Lerme, and R Nordstrom met concerning the software and had decided to retract the request from the South Thomaston Selectman to buy the software and that the Auxiliary should buy the software.

S Weisman moved to authorize the expense of \$483.00 to buy Little Green Light software. (\$483.00 is the yearly fee to use the software) B Reitz seconded the motion. The motion passed 5-0.

S Weisman moved to rescind the request to the South Thomaston Selectman for the expense of the Little Green Light Software. B Reitz seconded the motion. The motion passed 5-0.

VI. Grant Applications:

Discussion ensued on who in the town is applying for grants and S Dacso mentioned that perhaps there should be a matter of notice to the public on what grants are being applied to. B Reitz mentioned 2 grants that were being

applied to and would perhaps help with the 5013c process. S Weisman requested to apply to the West Bay Rotary Spring Grant. The grants are \$1500.00 for general operations.

B Reitz moved to authorize the Auxiliary to apply to the West Bay Rotary Spring Grant that supports local causes to improve the lives of people in Knox County and Lincolnville. S Weisman seconded the motion. The motion passed 5-0.

J Spear appreciated everyone's efforts in applying for grants.

VII. Draft of Case Statement:

S Weisman presented the 6th draft revision and reported that this document would be presented and worked on at the next Facility Committee meeting on March 14, 2024 and all of the BOD were invited to attend and to send comments.

VIII. Proposed Bylaw Amendments:

A. Amendment #1 Article 1,8

B Reitz moved to accept the new language proposed for a code of ethics policy. S Weisman seconded the motion. The motion passed 5-0.

B. Amendment #2, Article III 1, b

S Dacso moved to accept the new language proposed for voting members to the BOD. S Weisman seconded the motion. The motion passed 5-0.

C. Amendment #3, Article III, 5

S Weisman moved to accept the new language proposed for personal information. B Reitz seconded the motion and mentioned there was a typo - "Personnel" should be "personal". The motion passed 5-0.

IX. Donation Form:

This matter was tabled. BOD will bring suggestions to the next meeting.

X. Fund Raising Strategies:

S Weisman and B Reitz reported that the Auxiliary needs to contact Congressional offices, apply to as many grants as possible and work for substantial pledges. J Spear felt that the information what the BOD had done so far in raising funds needed to be communicated to the South Thomaston Selectboard and let people know. The next SB meeting is March 12.

S Weisman said that work was being done on communicating to the town on a monthly basis to grow momentum.

XI. Other Business:

S Weisman reported on 2 bids for a graphic Designer to design a logo/ letterhead.

Discussion ensued and there was much enthusiasm for asking if anyone in the town who may be interested with this project.

XII. Next Meeting:

The next Board of Directors meeting will be tentatively held on Monday, April 8, 2024 at 3:00 pm at the South Thomaston Town Office. J Spear will send out an email concerning the date and time. All BOD are invited to attend the next Facility meeting on March 14, 2024 at 5:00 pm at the ST town offices.

XIII. Adjourn:

J Spear without objections adjourned the meeting at 5:36pm.

Respectively submitted,

Moira Paddock
ST Library/Community Center Facility Committee for Sandy Weisman, Secretary