D.A. HURD LIBRARY
Board of Directors Meeting March 9, 2026

Present were Cheryl Hoffman, Marcia Miller, Amber Fournier, Lincoln Harrison, Emilie Missud, Ryan Gosser, Eric Smith, Nancy Cotty and the Library Director, Jennifer Traynor. Absent were Margaret Allaire, Tara O'Connor, Ben Philbrick and Meleta Baker.

The meeting started at 6:01 pm with welcome comments.

The Minutes from the February 9, 2026 meeting were approved.

The Treasurer's Report was approved. Discussion was held regarding the 6-month CD held at Lighthouse Credit Union that matures on March 25, 2026. Since we wish to install a water bottle filling station, a motion was made to renew the 6-month CD with $5,000 less and place that amount in the savings account at Lighthouse Credit Union. The motion was seconded and passed unanimously.

The Advocacy Committee will meet again on March 30, 2026.

The Director's Report: (1) Impressive February statistics (2) 2026 Community Survey was prepared and will be accessible online or in paper format. (3) Jennifer has been asked by the chair of the Intellectual Freedom Committee of the Maine Library Association to be part of a roundtable at the MLA conference to be held in Waterville on May 18-19, 2026. The Board approved the cost and travel expenses. (4) Review of upcoming March programs. (5) The elevator passed inspection with the recommendation that the "pit" needs to be scraped and painted because of rust. The cost estimate is $2,300. It was not voted on to do this work. (6) The library is waiting for quotes for other pending projects.

Old Business: (1) The budget was passed at the March 4th meeting. (2) The proposed Door Key Policy and Door Key Request Form were reviewed. With the change of locks, keys will be provided for the Town Manager, President of the Board of Trustees and the Library Director. Other keys will be provided via the Request Form. A motion was made to accept the Policy/Form, seconded and passed unanimously. (3) The Executive Director Annual Review Committee has met. They are coordinating (a) Jennifer's survey, (b) staff surveys, and (c) information gathered from the community survey and will meet again in May. (4) the Insurance, Inventory, Records Retention Policy and Patron Privacy Policy are all tabled at this time.

New Business: (1) Officers were elected for the coming year – Ryan Gosser, President, Cheryl Hoffman, Vice President, Amber Fournier, Secretary, and Ben Philbrook, Treasurer. (2) Board Term Limits and Position Description were reviewed. The Board members can serve up to a three-year term with no term limits. (3) It was discussed whether the library should be closed on town

meeting day. A motion was made to close the library on the day of the town meeting. The motion was passed unanimously. (4) Under library goals, (a) A Memorandum of Understanding should be prepared between the library and the town as to which body is responsible for which obligations, so when a new town manager is hired, there won't be any questions regarding the library maintenance. Ryan and Jennifer will work on the MOU and present it to Dwayne Morin for his input on behalf of the town. (b) We need to look ahead at how to deal with the building's capacity to hold events generating large groups. (5) The sensory garden plans for the coming season are in progress with the question of how to keep animals from eating the plants. Eric is working on this project as he would rather "feed the community than the critters".

The Mad Hatter Tea Party is scheduled for April 11th and 12th as a fundraiser for the library.

Town meeting is scheduled for April 18, 2026. Please attend.

The board meeting adjourned at 7:15 pm.

Respectfully submitted,
Amber Fournier