

WAYNE LIBRARY ASSOCIATION

128th ANNUAL MEETING

October 24, 2022

AGENDA

Welcome and President's Remarks - Judy Danielson

Review of Minutes from the 127th WLA Annual Meeting - MaryJean Cowing

Financial Committee Report - Kay Conley, Dawn Brooks, Linda Kindig, Niken O'Rourke, Judy Danielson

2021 - 2022 Budget and Year End Balance Sheet - Kevin & Dawn Brooks, Treasurers

Nominations Committee Report - Jeannie Burnett

Librarian's Report - Janet Adelberg
Including Books and Policy and Technology Reports

Corresponding Secretary - Jeannie Burnett

Mowing and Plowing Report - Jareb Dyer

Book Sales - Lee Behrendt

Website Update - MaryJean Cowing

FOL Report - MT Clark and Jo Moore

Williams House and Alice Room - Doug or Holly Stevenson

House Committee - Don Welsh, Lee Behrendt

Welcome to the October 24, 2022 Annual Meeting
Judy Danielson, President

The Board of Trustees is pleased to welcome you to the 128th Annual Meeting of the Wayne Library Association.

Thankfully we have survived the pandemic well over the past 29 months and are able to maintain normal hours and regular library services. We also provide flexible services to meet individual needs as the virus is still around and impacting our patrons. Janet, our librarian for the past 35 years, still monitors the State Library zoom meetings offered each month with updates on any changing protocols.

Over the summer, our outdoor tent hosted weekly children's programs as well as a variety of outdoor meetings and other events. The tent space, with its view of the lake, is a lovely space when the weather is nice. Utilizing our flat lawn in front of the parking lot, we had a wonderful outdoor party celebrating 10 years since the Williams House was purchased and renovated. Everyone was invited and Julie from the General Store catered.

In the spring, we collaborated with the Wayne Elementary School and the Onion Foundation, to bring in a writer who involved the entire school in special programming. We utilized funds from the newly created Flora Tucci Speaker's Fund, and plans are underway to have a similar program this school year as well. Three poetry sessions, coordinated by Dave Moreau, brought in many enthusiastic poetry fans to the library this summer.

The Williams House hosted a lot of activities this past year, both inside and outside. The driveway, lawns and patio create flexible spaces where tents can be set up, book racks can be wheeled out, and tables and chairs can be put out. First Saturdays resumed, folks continued to donate 'boutique' items, and the Alice Room received a number of viewings. Holly Stevenson and her team do a great job making it all happen.

Maggie Morrill was our student intern, and stayed quite busy in July and August. We are grateful for her positive spirit and professional demeanor. Volunteers continue to work a few hours at the front desk, and Lee Berendt's book team is well organized and able to offer a used book sale on a regular basis. The book sorting station in the Williams House barn is well organized, and used books arrive on a regular basis.

Lincoln Ladd, who served on the Board for decades, (following his father who also served) died last fall, and we miss him. Lincoln taught us a lot about fundraising, and shared much of his wisdom gleaned from service on many different non-profit Boards. We are losing a long-valued Board member - Linda Kindig - who returned to the Board for a second multi year stint and who has served as the Finance Committee Chair for many years. Thank you, Linda, for your expertise organizing years of

records, your financial acumen, and level headed common sense. We're also pleased to have Jeannie Burnett and Andrew Gorrill on our Board who represent a new generation of young parents.

FOL - The Friends of the Library - was able to provide financial assistance to the library, and able to hold several popular fund raisers. We also sponsored our annual 5K walk/run this year. Janet and other members of the auction team worked very hard to provide our highly popular fundraising auction. A combination of online bidding, and display of all the items at the Williams House worked quite well, and was a timesaver.

We remain very grateful to Dawn and Kevin Brooks for the careful volunteer stewardship of our financial accounts. Dawn pays the bills and organizes every transaction on spreadsheets that provide great documentation. She meets with the finance team, completes the extensive tax form, helps develop yearly budgets and carefully maintains our membership and address list. Kevin attends Board meetings, communicates with Kent Whittaker, our financial advisor at H.M. Payson, and provides advice and recommendations whenever requested.

The Ed Kallop and Ned Baker Endowment Fund is separately invested from our regular endowment fund, and an investment policy reflects the needs of each fund. The Library Board has access to the interest from this bequest, and determines how these funds are best used. Treasurer Kevin Brooks will provide further details in his report of these funds and the rest of our Endowment Funds as well as our income, expenses and planned budget for next year.

All of our policies and mission and vision statement are available on the website and in the library. We continue to collaborate with a variety of other non-profits around Wayne, and they frequently use our spaces for meetings. We collaborated again this summer with the Wayne Community Church doing a 3 part discussion around immigration issues, which was well attended.

Purchasing our zoom account through the Maine State Library continues to be very helpful. MaryJean Cowing does a great job recording minutes of all the meetings, maintaining the website, and keeping a yearly notebook with all pertinent documents. Gardeners Cindy Pelliccia and Jaime Ault continue to maintain and plant our wonderful gardens on both sides of the road. We're grateful for their hard work and the regular attention both these gardens receive. We are so grateful to Bud Norton who mowed the library lawn (with weed whacking assistance from wife Paula), for over 20 years at no charge. Jareb Dyer has now taken on that responsibility, as well as keeping us free of ice and snow in the winter. Don Welsh heads up the maintenance team, including non-Board members, who work hard and tend to all issues relating to buildings and grounds. They do a wonderful job, and we are so thankful for them, and all our helpers. Jeannie Burnett continues in her role as recording secretary. She receives lists from Dawn Brooks and sends a letter to all our Donors, which serves as our heartfelt thanks and a record for the IRS.

We are a private, free, public library and have had a suggested annual dues rate of \$5.00 a year for many years now. The Board voted to continue this rate, as this is manageable for most families, and is an incentive for many others to make an additional donation. This policy has worked well for many years, and we are in favor of continuing it.

We will now proceed with individual reports.

Wayne Library Association
Annual Meeting
October 25, 2021, 7:00 pm

Board Members Present: Judy Danielson (President), Lee Behrendt (Vice-President) Janet Adelberg (Librarian), Kevin Brooks (Treasurer), Don Welsh, Niken O'Rourke, Kay Conley, Linda Kindig, and Mary Jean Cowing (Recording Secretary). Jo Moore and M.T. Clark-(FOL Co-Presidents), Guest-Doug Stevenson (Alice Project). A total of 18 association members were present via video conference.

President's Remarks: Judy welcomed all to the 127th WLA Annual Meeting and spoke about the many activities at the library, the Williams House, and how the library interacted with the Wayne community. We have been dealing with COVID-19 complications for over 17 months now and masking is still required in the library and all indoor activities. The pandemic may have slowed us down but we are very proud of our continuing services to the community. Most events are on hold at present, but we were gratified that some Children's Programming and Williams House activities were possible. The newly purchased tent made a big impact on our offerings and using the lawn and driveway allowed 1st Saturdays at the Williams House to continue. Highlights included the Book Sales, Friends of the Library activities, the 5K Walk and Run, online Auction, the Wayne business map, and collaboration with the Wayne Community Church for the joint program on race. Thanks were sent out to Katie King for her summer internship for the third summer, to Dawn and Kevin Brooks for their accounting expertise and help with tax forms, budgets, and address lists, also Cynthia Pelliccia and Jamie Ault for their expertise and volunteer efforts to beautify our grounds, Bud Norton for his continued lawn mowing, Jareb Dyer's snow shoveling, Williams House volunteers both inside and out, and recognition of funds spent thanks to the interest from the Ned Baker/Ed Kallop bequest. And a special thanks to outgoing Corresponding Secretary, Jane Davis for her contributions to the board. The Board voted to continue the annual dues rate of \$5.00 a year at our private free library. (President's Remarks Report 2)

Review of 126th WLA Minutes: The minutes from last year's Annual Meeting (October 26, 2020) were read and approved. This motion was moved by Linda and seconded by Lee. (See Annual Meeting 10/26/2020 Report 3)

Finance Committee: Linda Kindig submitted her report for the Finance Committee. The committee worked closely with Library Treasurers, Dawn and Kevin Brooks to review bills and expenditures, help with the IRS reports, and to develop a budget for the new year. Our investments were reviewed with our HM Payson portfolio manager, Kent Whitaker at the April 26, 2020 meeting via Zoom. Karen McNamara will review the financial statements for 2020-2021. Annual dues and donations were down this year. Profits from the Baker/Kallop Investment Fund were added to the working budget for expenses on the Williams House renovations and Alice Project. We received a donation from the Lever bequest and a gift from the Tucci Family to support a Speaker's Fund. (Finance Report 4)

2020-2021 Budget: Kevin Brooks presented the Balance Sheet for the end of the fiscal year ending September 30, 2020. Kevin presented the break-even Operating Budget Summary for October 1, 2020 through September 30, 2021. Our cash reserves are up and are sufficient for current needs. Additional fund raising will need attention in the coming year. (See Balance Sheet as of September 30, 2020 and Operating Budget Summary October 1, 2020-September 30, 2021. Reports 5 and 6)

Nominations Committee: Judy submitted the re-nomination of Niken, Kay, and MJ as Wayne Library Board Members for three-year terms. Lee offered and Linda seconded the motion to accept the slate. Membership unanimously approved. MJ (Board Secretary) and Jeannie Burnett (Recording Secretary), and Kevin and Dawn Brooks (co-Treasurers) agreed to continue in their present roles. (Report 7)

Librarian's Report: Janet presented her 33th Annual Report. In these extraordinary times we continue to trudge through Pandemic mode. This continues to impede Wayne's public life and its many individuals-staff, patrons, and visitors' movements. However, the summer visitors returned this year and we well prepared. Zoom meetings and programs continue. The Brown Bag Book Group enjoy a goodly number of participants both in town and out of state. The on-line auction was a wonderful success and plans are to use it again next year. Cary Memorial continues with porch pickup service for patrons that request it. Some limited outdoor programs were offered and patrons were appreciative of the new outdoor tent. Special thanks were extended to Chris Bennett for tech support, Kevin and Dawn for treasurer support, Cynthia Pelliccia and Jamie Ault as gardeners, and to the volunteers in the library and Williams House. The regular meetings with the State Library provided guidance for all things COVID-19 related and latest science recommendations for materials, and persons.

The generous book budget allowed the purchase of over 400 titles this year but also meant weeding of the collection had to keep pace. Janet reflected on the 10th year anniversary of the purchase of the Williams House property of December 19, 2011. Our expanded property has meant we can offer so much more to our patrons.

Highlights included 1st Saturday monthly events, summer crafts and stories for kids, the three-part reading and discussion on Race. This joint project with Wayne Community Church drew participants from seven towns, the new children's Story Walk with thanks to Jeannie, Doug Stevenson and Dave Petell. The library received an ARPA grant of \$2,250 to offset COVID-19 costs. The money supported the purchase of the tent and sound system.

Book and Patron Conduct Policies were updated and approved by the board. All our policies are made available to the public via the webpage.

Janet took special note to thank all the volunteers, the talents and teamwork of so many makes for a truly wonderful endeavor.

(Librarian's Report 8)

Corresponding Secretary: Jeannie reported that outgoing Corresponding Secretary wrote 380 thank-you acknowledgement letters this past year for donations, memorial funds, and Alice Project gifts.

Website update: Mary Jean reported an active webpage for all library activities with August still being the busiest month. Our viewer numbers were on the rebound. Highlights included much-appreciated garden pictures through the season, selected auction items, and snaps of children's programming. (See Website Report 9)

Friends of the Library (FOL): Co-Chairs Jo Moore and M.T. Clark were introduced and they gave a concise rundown of year's activities. Volunteers supported a limited number of projects this year. Next year the theme is "Keep it Simple in 2022" with emphasis on a spring plant sale, a July Pie Sale and Quilt Raffle and adding new members. The Books for Babies program included 10 gift books delivered this year and continues with many thanks to Bev Petell for all her efforts.

Williams House: Doug Stevenson read Holly Stevenson's report which reviewed the activities including 1st Saturdays and thanking the generous volunteers. (Williams House Report 10).

Alice Room: Doug Stevenson reviewed the Annual report of the project highlights. The last touches are finishing up with special thanks to Dorlee Gatti in recognition of the window murals. No additional fund raising is needed at this time. (Williams House Barn and Alice Room Project Report 11)

House Committee: Don reported the House Committee volunteers help with maintenance and housekeeping needs of both properties. The teamwork across this group has made short work with many hands. The Maintenance Manual has been a useful tool. Highlights included the chimney repair, window washing, new outdoor railings, continued landscaping activities, and new tents. Over 100 separate activities occurred this year including the strawberry festival, lobster lunch, and 1st Saturdays, town meetings and rentals. (See House Committee Annual Report 12)

Judy concluded the meeting by thanking everyone for their support and is looking forward to more programming and speakers in the upcoming year.

Meeting adjourned at 8:20 pm.

Respectfully submitted,
Mary Jean Cowing

Agenda
2 President's Remarks October 26, 2021

- 3 Annual Meeting October 26, 2020
- 4 Finance Committee Annual Report October 25, 2021
- 5 Balance Sheet as of 9/30/2021
- 6 Operating Budget Summary 10/1/21-9/30/22
- 7 Nomination Committee Report October 25, 2021
- 8 Librarian's Reports 2020-2021
- 9 Website Report October 25, 2021
- 10 Williams House October 2021
- 11 Annual Report on the Alice Room/Williams Barn Renovations Project
- 12 Wayne Library House Committee Annual Report October 25, 2021

4

Wayne Library Association
Balance Sheet
As Of September 30, 2022

	<u>September 30, 2022</u>	<u>September 30, 2021</u>
Assets		
Current Assets		
Checking/Savings	\$119,955	\$81,935
Due from FOL		150
Prepaid Expenses	2,881	1,995
Total Current Assets	<u>122,837</u>	<u>84,081</u>
Unrestricted Investments	573,773	759,407
Endowment Earnings - Unrestricted	(0)	48,684
Total Unrestricted Investments	<u>573,773</u>	<u>808,091</u>
Assets Limited as to Use	145,348	146,244
N Baker/E Kallop Endowment Fund	231,210	231,210
Total Investments	<u>950,331</u>	<u>1,185,545</u>
Fixed Assets		
Land & Building -Cary	152,900	152,900
Cary Improvements	409,662	409,662
Computer & Equipment	8,402	7,643
Furniture & Fixtures	9,221	9,221
Williams Property	121,532	121,532
Williams Property Improvements	116,671	116,671
Williams Property Equipment	1,733	1,733
Williams Property Alice Room	31,442	31,441
Accumulated Depreciation	(426,953)	(393,140)
Net Fixed Assets	<u>424,610</u>	<u>457,664</u>
Total Assets	<u>\$ 1,497,778</u>	<u>\$ 1,727,290</u>
Liabilities & Fund Balances		
Current Liabilities		
Accounts Payable	1,408	1,423
Credit Card Payable	39	137
Payroll Taxes	1,985	2,227
Total Current Liabilities	<u>3,433</u>	<u>3,787</u>
Fund Balances		
Unrestricted Fund Balance	1,117,787	1,346,049
Restricted Fund Balances	145,348	146,244
N Baker/Ed Kallop Fund Balance	231,210	231,210
Total Fund Balances	<u>1,494,345</u>	<u>1,723,503</u>
Total Liabilities & Fund Balances	<u>\$ 1,497,778</u>	<u>\$ 1,727,290</u>

Wayne Library Association
 Operating Budget Summary
 October 1, 2022 - September 30, 2023

6

	FYE 2021 <u>Actual</u>	FYE 2022 <u>Actual</u>	FYE 2023 <u>Budget</u>	<u>Difference</u>
Revenue				
Donations, Dues, Gifts & Contributions	\$39,305	\$34,696	\$31,250	(\$3,446)
Fundraising	9,466	12,719	26,755	14,036
Book Sales	1,374	2,155	1,800	(355)
Other	264	324	225	(99)
Interest Income	<u>23,833</u>	<u>37,419</u>	<u>22,200</u>	<u>(15,219)</u>
Total Revenue	74,242	87,313	82,230	(5,083)
Expenses				
Wages & Benefits	27,275	27,426	26,900	(526)
Fundraising Expenses	981	3,867	2,065	(1,802)
Repairs & Maintenance	6,183	16,755	18,100	1,345
Utilities	7,092	10,107	11,800	1,693
Books & Subscriptions	8,694	11,090	11,400	310
Other Expenses	11,326	11,363	11,965	602
Depreciation	<u>34,244</u>	<u>33,813</u>	<u>33,466</u>	<u>(347)</u>
Total Expenses	95,795	114,421	115,696	1,275
Net Income	(21,553)	(27,108)	(33,466)	(6,358)
Realized Gain/(Loss) on Investments	<u>190,075</u>	<u>(194,521)</u>	<u>0</u>	<u>194,521</u>
Income/(Loss)	\$168,522	(221,629)	(33,466)	188,163

Notes:
 Donations budgeted lower than actual in FY 2022 to be conservative.
 Fundraising budgeted to increase to support breakeven budget.
 Interest Income budgeted lower than actual in FY 2022 to be conservative.
 Repairs & Maintenance includes elevator maintenance, window washing, mowing, plowing and amount for unexpected repairs.
 Utilities includes price increase on electricity and an increase in cost of oil for WP.
 Other includes insurance, supplies, copier rental, postage, printing and other small expenses.

6

WAYNE LIBRARY ASSOCIATION
OCTOBER 24, 2022 ANNUAL MEETING
NOMINATIONS COMMITTEE REPORT

Nominating Committee Members:

Jeannie Burnett
Andrew Gorrill

TRUSTEES:

The Nominating Committee recommends that Judy Danielson, Andrew Gorrill, and Grace Drown be nominated to serve 3 year terms on the Cary Memorial Library Board of Trustees commencing immediately after the Annual Meeting on October 24, 2022.

FINANCIAL REVIEWER: Karen McNamara has agreed to review the financial books again for another fiscal year - 2021-2022.

SECRETARY: MaryJean Cowing has agreed to continue as Secretary.

RECORDING SECRETARY: Jeannie Burnett has agreed to continue as Recording Secretary.

TREASURER: Kevin and Dawn Brooks have agreed to continue as co-Treasurers for another fiscal year.

Librarian's 2021- 2022 Annual Report
October 24, 2022

Welcome to the official librarian's 2021-2022 wrap-up! Here's a simple observation that speaks volumes about the Cary Memorial Library. Rare is the day/moment when I pass the library and there is not someone doing something. It might be Jamie Ault watering the WH gardens or Cindy Pelliccia mulching the flowerbeds at the library. It might be the Finance Team meeting to sort out the finances. It might be Don Welsh and his team setting up or taking down an event. A group might be meeting outside under the tent. There might be a meeting at the Williams House. Holly Stevenson and Cindy Pelliccia might be at the Williams House setting up for Friday Club or for First Saturday. Lee and his helpers might be sorting books, winding the clocks or changing the lightbulbs. There could be an elevator inspection happening, with the Elevator Team supervising. Auction Team members might be artfully staging photos of donated treasures. Volunteers might be putting up the story walk or raking leaves. Don Welsh might be there to "check on things" – he does that almost every day. It is rare that there is not a car parked somewhere and a project or meeting, large or small, isn't happening.

The past year had it all.....some quiet months as we settled in with Covid last winter, but also some lively months this spring and summer as we began to feel almost normal again, carrying on a full schedule of events. The constant has been our great library community, with friendly engaged patrons connecting over good books. Our lovely properties, both here and at the Williams House, have never looked better, with inviting spaces both indoor and out. We loved seeing the forsythia bloom that was planted in honor of Lincoln Ladd's birthday. Gloria has recently expanded it to be part of a memorial garden of yellow flowers, installed by Strucks, as a lasting way to remember Lincoln here at the library. We look forward to seeing that in bloom.

We circulated 6748 items over the past 12 months, supplemented by 171 items from the Maine Download Library and 294 uses from our new Hoopla streaming subscription service. In terms of our physical collection, we have 12,769 cataloged titles, so the 1.2 million items in the Hoopla collection is QUITE a supplement.

Highlights were our collaborative program with the Wayne Community Church, our Community Conversation on Immigration. This 3 part program included a book discussion, a panel discussion, and an author talk. Over 100 people participated in all, taking part in one or more of the events. 35 copies of the book were given to readers, and our lending copies circulated briskly as well. And also a children's Take & Make activity paired with a book.

A new program we tried this past summer was Mr. Drew and His Animals Too— where he entertained and enlightened a large audience of all ages with his exotic animal collection. Successful ongoing programs include our Brown Bag Book Discussions and our Summer Story and Craft Series (101+ participants) for kids, as well as our much-loved Summer Reading Club (62 participants).

This summer we enjoyed the return of Dave Moreau's Poetry Series. Each of the three events drew a small but engaged audience, one of the library's small gems.

Another small gem was our 5K in August. With 32 participants and 14 volunteers, backed up with traffic help from the Wayne Fire Department, we had a fun community "fun run" on a lovely August Saturday morning.

I'd also like to recognize the Auction Team, who out-do themselves year after year hosting this fun fundraiser. We so enjoyed being back at the Williams House this year, and we really loved the hybrid format. Proceeds were just over 6000.00.

Meet-A-Maine-Author: The Maine poets that took part in our three poetry nights, as well as Maine author Cynthia Anderson, whom we hosted as part of the Community Conversation on Immigration, are part of the Cary's long-standing tradition to host Maine authors. We also funded an author/illustrator, Matt Tavares, to visit the Wayne Elementary School last May, using funds from the Flora Tucci Speaker's Fund. And we loved having Peter and Deborah Emery here to present a program about their new children's book, The Wildlife Tree.

We are happy to have the library used for gatherings by the Wayne Conservation Commission, the Farmer's Market Team, and for a while, Aging at

Home, until they gained their lovely new space. Thirty Mile River Group and also ALIC has used our space as well.

In terms of **Technology**, our software and hardware work well, for the most part. The big news in technology was our new Hoopla streaming account, started in March. 45 people have signed up to use it. Hoopla allows our patrons access to over 1.1 million items—eBooks, Audiobooks, Music, TV and Movies, and more. It is a vast collection, ever growing, and feedback has been consistently strong. We used ARPA funds to fund it for the first year, and plan to continue it. It expands our collection exponentially. We have made good use of our Zoom account, funded by the Maine State Library. How many of us had used video conferencing three years ago? Little did we imagine.

Books & Collections: The constant challenge is to purchase the latest and greatest titles to keep up with demand, and to keep weeding the shelves so we can fit the new titles. And still keep the best of the older titles. We are lucky to have a smooth path over to the Williams House with its ongoing book sales on First Saturdays. This allows booklovers to purchase our discarded titles and enjoy them all over again. We have an updated Selection and Collection Development policy, which like all of our policies is kept on on website as well as in a policy notebook in the library. Great thanks to Linda Kindig who helped in so many ways over the years to get this on an organized footing for us.

Our low point this past year was the failure of the heating system in February. But even this fiasco had a couple of silver linings. First, the team dealing with the situation, the Dream Team: Don Welsh, Derrill Cowing, and back from retirement, Dallas Folk. So we were in very capable hands. Having to meet the heating contractors in a raging blizzard posed no problem whatsoever. We are very lucky. The positive outcome was that we ended up with an entirely new system, with a good part of the cost covered by warranty.

We are still a little leary of large indoor gatherings but are trying to evolve. For instance, the lovely supper/concerts at the Ladd Center are yet to be tried again, but we're instead hosting a Friends of the Library Soup-To-Go Sale on Nov. 12. I feel like there will be Ladd Center events for us someday. Just not yet.

And this is a good time to thank MT Clark and Jo Moore for stepping up to head our Friends of the Library, still going strong after 30-odd years.

It is such a privilege to be the librarian at the Cary. It is a pleasure to come to work, and there is nothing better than getting to know people over books, and finding ways the library programs and services can enhance their lives, whether that is tractor books for a 3 year old or large print for someone who's vision isn't quite what it used to be. I want to extend a warm thank you for all who volunteer their time and energy and expertise to make our library the gem it is. Here's to another good year to come.

Respectfully Submitted,

Janet Adelberg, Librarian

Website Status 10/24/2022

Statistics:

For the past year, we have recorded 3,195 users across all our pages. August was our busiest month. This reflects more usage than last year. Our on-line services remained open all year. We continue to reflect activities at and about the library. Many outdoor activities were advertised on our pages and a few group activities were highlighted such as items from the auction, children's activities and celebrating the outstanding flowers and gardens on both sides of the street.

While in person programs have been reduced due to the COVID-19 pandemic, Cary Memorial Library has provided services to the community and the webpage and printed posters have advertised all library offerings. There have been more in-person activities compared to last year and we are anticipating more in the upcoming period.

The website is arranged chronologically-with the activities for the upcoming month displayed first. There is an interactive calendar of events and access to the library catalog on the front page. Hoopla streaming service has been added and well received.

MJ Cowing

Meeting Notes for FOL Fall Meeting
Cary Memorial Library, Saturday, October 1, 2022

Present: Jo Moore (Co-Chair), MT Clark (Co-Chair), Ellen Randall, Sara Reed, Karen Wiener, Janet Adelberg, Jan Folk, Susan Welch and Sue Spalding. (*Several members still unable to attend in person, due to concerns of Covid-19*) A number of members kindly replied that though they couldn't make this meeting, they were available to help on projects.

The meeting began at noon, members were invited to bring a bag lunch and apple cider was offered. Meeting minutes to be taken by Ellen Randall.

Introductions were made and a welcome to newcomer Karen Weiner.

MT read the minutes of the FOL Spring meeting held on April 9, 2022 - via Zoom.
Minutes approved.

Reports:

MT gave the **Treasurer's report** in Kim King's absence and Kim has volunteered to be Treasurer for 2023. Thank you Kim.

To date we have a current balance of \$3410.61, [\\$901.in](#) Quilt Sales. Also noted the May Plant & Bake Sale and July Pie Sale were big successes.

Librarian's Report : Janet Adelberg reported that this past summer's intern Maggie Morrill was wonderful and helpful and worked 17 hours a week. The Summer Reading Club had 85 children sign up and 60 completed and received their Tubby's gift certificates and free books. . Cost at Tubby's was just over \$350.00. The Friends of the Library has supported the summer intern program since the early 90's.

Requests for 2023 are:

Summer Intern: \$1800.00

Summer reading Club: (Tubby's rewards) \$300.00

Children's Program: \$250.00

Books for Babies: \$50.00

DVD's and Audiobooks: \$450.00

TOTAL \$2900.00 with first disbursement (1/2) in March 2023, and second at the end of September 2023. FOL approved request.

Quilt Report: Janet Adelberg reported that we have currently made \$901.00 and gave kudos to Sara Reed for always willing to sit at the library on many Saturdays during the summer. Other members pitched in as well. Jim Di Renzo made us a new traveling quilt stand, a big improvement over the old one—easy to store in the car and set-up.

It was mentioned that we need to have more signage to show that the quilt sales are a Cary Memorial fundraiser at each event we set-up for, especially at an event like the Strawberry Festival.

Books for Babies: MT reported for Bev Petell that 9 families were presented with the Baby Book bags this year and that Jan Folks stuffed giraffe toys have been a hit! Thank you Bev and Jan.

Old Business discussion;

Plant sale - a success, \$890.00 profit! do it again on the same day as we did this year, that is the Saturday of Memorial Day weekend . Take less tomato plants from GBF. Jo and MT did a wonderful job organizing this with their added goodies. Bake sale sold most items and we had a good variety of baked goods, eggs and rhubarb stalks to sell.

Pie Sale - Another successful year, thank you to Sue Spalding & Judy Danielson. Will try to round up more pie bakers for 2023 and will plan it for Saturday, July 1st.

New Business:

Janet has proposed a **Soup fundraiser** for this winter, having hot soups ready for pick-up from Williams House. Janet will try to enlist a few people to coordinate. More to come. We will be careful not to schedule when Wayne Community Church does a dinner event.

September Bulb Sale - Janet has suggested having a Fall bulb sale next year, have small bags of bulbs to sell at the library throughout the month of September, suggested asking some of our gardening members to coordinate? Janet will look into resources for purchasing bulbs before the busy summer. More to come. (Note: Jo has already made cute bags stenciled with watering cans!)

Holiday Pop-up sales- Jo Moore suggested having a Halloween themed sale as well as the December Holiday one, small decorative gifts, candies to sell at the Library table. Contact Jo or Janet if you have something to donate. Janet will send out an email asking for holiday gift items.

Quilt Sitting Plan - Continue to look for volunteers to assist sitting with quilt at Library and other local events.

Holly Stevenson has offered to sit with the quilt at the Longfellow's Greenhouse Fall events. MT Clark will contact Longfellows to get more information.

Holiday Stroll - Pop-up table at library and maybe another children's author to do a presentation. Janet is looking for a volunteer to assist with quilt tickets and gift sales as library is very busy on Saturday. The quilt drawing will take place at 1pm Sat. Dec. 3.

2022 was a great year for FOL, all planned programs new and old were a success!

Thank you again to our Co-Chairs Jo Moore & MT Clark and to Janet Adelberg for all her work in submitting FOL news into the messenger and emails.

MT and JO have decided to stay on for 1 more year and want to encourage other members to volunteer for the 2024 Chair. The 2 -year commitment and Co-Chairs works nicely.

The business meeting was adjourned at 1pm. And Then:

Jo Moore set up a fun brown bag star craft table for members after the meeting, it was an easy project as Jo had all the hard work completed beforehand. The stars came out beautifully and members were encouraged to take more materials home to share with family. Thank you Jo!

And thank you MT for the wonderful fruit turnovers from Wayne General.

Respectfully submitted,

Ellen Randall.

THE WILLIAMS HOUSE REPORT for CARY LIBRARY ANNUAL MEETING, 10/24/22

The Williams House is used for a great variety of events and programs over the year including library events such as the Silent Auction and occasional Book Sales and some committee meetings. We have hosted numerous speakers including the Wayne Presents informational series and Steve and Molly Saunders display of treasures from their Peace Corps days. An ongoing monthly event is First Saturday when the community can gather for coffee, brunch items, browse the treasures in the boutique and rooms full of gently used books. The Alice in Wonderland Room is also open during First Saturday as well as by appointment. The Williams House is also available for rentals which the Friday Club takes advantage of for their monthly meetings.

We have a lot of fun at the Williams House, and there is also a lot of work involved—as well as **many** contributions of books, boutique items and food for our customers at the First Saturday event. The oversight committee is Don Welsh, Cynthia Pelliccia and Holly Stevenson and additionally our dedicated monthly volunteers include Betty Stevenson, Amy Bandy, Janet Crane and Susan Welsh, with assistance from many others over the year. Lee Behrendt and Bev Petell are the used book processing team.

Looking back over the year, we had an amazing First Saturday in December during the Wayne Stroll with about 200 visitors and income of \$1051. We were then closed January and February due to Covid concerns. For the months March through October our average number of visitors was 66, with a high of 85 and our average income was \$562, with a high of \$725, all of which benefit the library. Some of those funds include boutique sales made during stand alone library Book Sales—a new revenue source!

There are many special moments and I try to capture some in my monthly recap reports. A couple I'd like to share include being told by two women standing in the Alice in Wonderland Room that they were Annie Merrian's great niece and great-great niece, and they were thrilled to be visiting. Another woman shared a reflection that her mother had written in 1987 about her childhood memory and it references Annie Merrian (not by name) *as the English lady, wrapped in a warm mackinaw with two black Scotties tethered to her small gloved hands. Greying hair, done in two small pigtails, bobbed as she made her way thru the slush to the store, with a wicker basket on her arm. In her house, there was a small bedroom. And in that bedroom, a tiny door as high as children are high. Beyond that door, painted on the walls, all the creatures of Alice's Adventures in Wonderland, and Alice. She had allowed village children to view this room, if you were very quiet. How I wish I had shared a Tea Party those many years ago.* The circumstance of this story coming to us is impressive, and what stands out is how wonderful it is that we now have the Alice in Wonderland Room open to all who wish to visit.

In closing, the Williams House is used quite regularly for a wide variety of uses and is a wonderful asset to the Community. We are looking forward to scheduling some needed upkeep, especially some exterior painting.

Respectfully submitted,

Holly Stevenson

WAYNE LIBRARY HOUSE COMMITTEE ANNUAL REPORT-OCTOBER 24, 2022

DUTIES: TO MANAGE AND OVERSEE THE UPKEEP OF ANY OR ALL LIBRARY PROPERTY AND TO IMPLEMENT A MAINTENANCE SCHEDULE.

WE HAVE TEN VOLUNTEERS THAT CAN BE CALLED ON AT ANY GIVEN TIME TO ASSIST WITH HOUSE COMMITTEE CHORES SUCH AS YARD CLEANUP, SET UP FOR FUND RAISING EVENTS, ETC.

EVERY ACTION BY THE COMMITTEE IS DOCUMENTED IN A MONTHLY REPORT WHICH IS PRESENTED TO THE LIBRARY BOARD OF TRUSTEES.

THIS PAST YEAR THE HOUSE COMMITTEE WAS INVOLVED IN MORE THAN 125 ACTIVITIES IN SUPPORT OF THE LIBRARY.

HERE ARE A FEW EXAMPLES OF SOME OF THE ACTIVITY HIGH LIGHTS SINCE OUR ANNUAL MEETING LAST YEAR:

WILLIAMS PROPERTY AND LIBRARY IMPROVEMENTS:

- DERRILL COWING PERFORMED ELEVATOR MAINTENANCE OVERSIGHT.
- PUT UP TWO POPUP TENTS FOR THE OUTSIDE OF THE LIBRARY.
- WE HAD A SUMMER PARTY IN RECOGNITION OF OF THE TENTH ANNIVERSARY OF THE PURCHASE OF THE WILLIAMS PROPERTY. THIS WAS THE FIRST USE OF THE WILLIAMS HOUSE BACKYARD.
- CONTRACTED MARK BIRTWELL TO PUT CRUSHED STONE IN FRONT LIBRARY. IT MEASURES SIX FEET FROM THE CURB. LAWN WORK WAS DONE IN THE SPRING.
- USED KENNEBEC COUNTY CORRECTIONAL INMATES TO DO FALL CLEAN-UP.
- DOUG STEVENSON WORKED WITH A PROFESSIONAL CONTRACTOR TO RESOLVE A WATER DAMN PROBLEM ON THE WILLIAMS HOUSE ROOF OVER THE BREEZEWAY.
- PURCHASED TWO PLUG-IN GAS AND CARBON MONOXIDE ALARMS FOR THE TWO LEVELS OF THE LIBRARY.
- REPLACED THE LIBRARY FURNACE WITH A NEW ONE FROM THAYER AS THE OLD ONE WAS BEYOND AN ACCEPTABLE REPAIR. MADE A DEAL THAT GAVE US A NEW FURNACE FOR HALF PRICE.. DEVELOPED A PLAN TO KEEP THE LIBRARY OPEN WHEN THE FURNACE WAS BEING REPLACED.
- SCHEDULED THE COUNTY SHERIFF DETAINEES TO DO A SPRING CLEAN-UP.

- HIRED TAYLOR STEVENSON TO SPRAY THE BROWN TAIL MOTH.
- CONTRACTED HOLT NORTON TO DO LAWN WORK AND LANDSCAPING IN FRONT OF THE LIBRARY.
- TAYLOR STEVENSON CUT BRUSH AND SMALL TREES NEAR THE FENCE THAT DIVIDES THE PROPERTY BETWEEN THE LIBRARY AND NANCY TEACHOUT'S PROPERTY. THE LIBRARY AND NANCY SPLIT THE \$500.00 COST.
- HAD THE PORTABLE GENERATOR SERVICED BY BOB'S SMALL ENGINE REPAIR IN MANCHESTER. DERRILL COWING PROVIDED HIS TRUCK TO TRANSPORT THE GENERATOR.

NOTES:

WE CONTINUED TO USE THE LIBRARY MAINTENANCE MANUAL AS OUR MAINTENANCE BIBLE.

JAMIE AULT AND CINDY PELLICCIA PROVIDED OUTSTANDING LANDSCAPING WORK ON BOTH SIDES OF THE STREET.

WE CONTINUED TO USE CORRECTIONAL FACILITY DETAINEES FOR PAINTING, CARPENTRY, RAKING, ETC..

THE WILLIAMS HOUSE CONTINUES TO SERVE AS A MEETING PLACE FOR VARIOUS ORGANIZATIONS, EG. LOCAL GOVERNMENT AGENCIES, AGING AT HOME SUPPORT GROUP, FRIDAY CLUB, AND PRIVATE PARTIES.

Annual Report on the Alice Room/Williams House Barn Renovations Project- Sept 2022

As reported last year, the Alice Room had been nearly completely restored and relocated and had been viewed with delight by Grace Burleigh. Interestingly, a highlight this year has been a visit and proud guest book signature by Grace Burleigh, Grace's great-granddaughter!

The project has been completed. Many thanks to gracious donors and volunteers and to leadership for patience during the extended development period.

Our Alice Room activities this year focused on only two final tasks: lighting and windows. The special lighting in the room, windows and rabbit hole have been completed. We await a donation of the replacement ceiling light from the new owners of the Burleigh home.

We also completed the renovations to the Storage Space (rest of barn) including lighting, finishing the wall coverings and adding some shelving above the rear of the Alice Room space. Without a final tally just yet, it does appear the project was completed within the funds raised for it; there remains a balance of funds given in memory of Grace.

A lovely summer evening was held showcasing the outdoors and rear lawn and enjoyed by many.

The hydroponic Tower Garden, again added color and life to the patio, and for those who realized it was not an art installation but an edible feature, tasty salad greens.

We have been able to host many visitors to the Alice Room, either by appointment or as part of First Saturday events. It continues to amaze and please the public, whether people who visited as children, those whose children visited, and others who did not know the room existed. And it inspires many to return to the legendary story as well as to be reminded daily as quips and quotes abound. We have been gratified to hear many suggestions for use of the site. We are grateful for those who conduct tours, and for Jamie Ault's continuing garden magic.

Doug Stevenson

October 2022