

# Thomas Memorial Library Committee

Minutes of Meeting: Thursday, April 20, 2017 at 6:30 PM

## In Attendance:

Gil Brennan, Jason O'Brien, Debbie Peck, Sara Hirshon, Julia Bassett Schwerin, Gwyneth Maguire,  
Becky Fernald  
Kyle Neugebauer

## Absent:

## Agenda:

1. Call to Order: 6:36 PM
2. Welcome new Committee Member Gwyneth Maguire
  - a. Gwyneth Maguire introduced herself. Other Committee members followed with introductions.
3. Approval of Minutes  
Julia Bassett Schwerin motion / Sara Hirshon second  
Approved
4. Citizen's Opportunity for Discussion of Items Not on the Agenda  
None
5. Thomas Memorial Library Foundation
  - a. Gil Brennan reported on the TMLF recruitment efforts and changes. The TMLF is looking to change their bylaws at their May 24 meeting to allow for recruitment to occur from either the TMLF or the TMLC.
  - b. Julia Bassett Schwerin added that the TMLF is looking to match skills of potential members with needs they have. An article will likely run in an August Cape Courier to draw attention to joining the TMLF.
  - c. Kyle Neugebauer presented a budget spreadsheet detailing the TMLF gifts to the Library and how they have been utilized. He will be starting to work with this group, the TMLF, and Library Staff on identifying strategic priorities for the Library to help with planning and future funding requests from the TMLF.
6. Reports
  - a. Library Director's Report  
Updates were provided on:
    - i. Status of outstanding facility matters: sculpture donation, children's garden, roof garden, and sound issues. Final plans for the children's garden have been submitted. Greg will be working on DEP permitting and submitting changes to the Planning Board for approval.
    - ii. Reviewed social media progress for the Library and the work that he, Jason O'Brien and Rachel Davis have been doing.
    - iii. Discussed the Library's budget presentation to the Town's Finance Committee.
    - iv. Discussed Library participation in Family Fun Day and Strawberry Festival.

- v. Kyle is hopeful that the Library will be able to develop some pollinator / native plant educational gardens on the grounds. This will be an ongoing project with planning to start this spring into summer.
  - b. Committee Member Updates & Correspondence
    - i. None
- 7. Shared Borrowing MOU
  - a. Kyle Neugebauer presented the MOU. It was drafted by Nancy Crowell, Director of the Scarborough Public Library. It would allow shared borrowing privileges between the Thomas Memorial Library, Scarborough Public Library, South Portland Public Library, Walker Memorial Library (Westbrook), and Baxter Memorial Library (Gorham). It is based on agreements that TML had with Scarborough and South Portland during our building project. Kyle has spoken with Matt Sturgis about this. Once it has TMLC approval, he will take it to the Town Council.
  - b. Sara Hirshon submitted some revision suggestions.
  - c. Gwyneth Maguire made a motion of supporting the concept of the shared borrowing MOU and to look for a final MOU to approve. Sara Hirshon second. Approved
- 8. Citizen's Opportunity for Discussion of Items Not on the Agenda
  - None
- 9. Confirmation of Next Meeting: Thursday, May 18 at 6:30
- 10. Adjournment: 7:46 PM