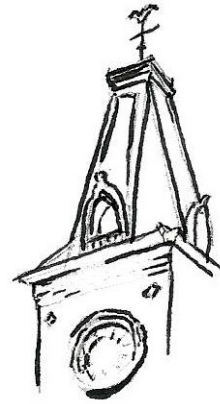


STEWART LIBRARY BUILDING PRESERVATION GROUP

Meeting Minutes
November 11, 2021



The meeting was called to order at 6:30 by Ken Dow.

Attending: Jim Louder, Ken Dow, Galen McKenney, Jackie Emerson, Lee Kaufman
By Zoom: Colleen Grover, Carl Smith, Linda Smith

The minutes from October 7, 2021 were approved by vote.

FINANCIAL BALANCES REPORT

Jim reported the following balances provided by the Town Office as of 08/05/2021.

Library Preservation Account (Donations)	\$29,835.92
MCF Endowed Maintenance Fund	\$8,218.79

Maintenance Endowment at the Maine Community Foundation	
Stewart Library Building Endowment Fund	\$388,224.83

UPDATE ON MAINTENANCE ITEMS

Atrium doors – motorized openers

The Town has a contract with Maine Accessibility Corporation in Hermon to install motorized door openers on the exterior door entering the atrium and the door from the atrium into the first floor hallway. The projected date of the work is December 28, 2021. The total contract price is \$5,264.36.

Paving the walkway – Due to the lateness of the season this will be held over to the Spring.

Painting – The Town contacted painter Paul Craig with the scope of painting work previously described. He gave an estimate price of \$1,900. Paul was at the SLB on November 9 to paint the 3 atrium doors and the south porch railing. He will come back in the Spring to complete the work.

Steep slope landscaping – Due to the lateness of the season this will be held over to the Spring.

Lights bulbs in the auditorium – Condon Electric has replaced the light bulbs in the center circle of lights with new LED bulbs. They also fixed the large fixture over the auditorium entry door.

LEVI STEWART PRIVATE LIBRARY MUSEUM

Priorities for activities and development

The Museum Advisory Board met by Zoom on November 9. The intent of the meeting was to

determine the level of interest in restarting the work on the museum. We learned there is strong interest in continuing developments within the constraints imposed by the covid situation. The group will plan and implement:

- continued scanning and cataloging of documents in the collection
- identification of relevant themes to guide the generation of content, materials, and displays
- development of protocols for public access
- strategies for marketing, other promotional activities
- develop links with external resources and consultants
- explore the use of Zoom for internal meetings and for external programs offered to the public

OTHER BUSINESS

Monthly meeting schedule and format

Ken asked if members are interested in meeting as usual every month or postponing/canceling meetings when the agenda is too light. Also, are members interested in using online meetings on Zoom to replace face to face gatherings?

By consensus the group agreed to canceling meetings in months when the agenda is too light to warrant meeting face to face. We will assume the usual schedule of monthly meetings on the first Thursday but cancel them when it seems desirable. Ken will monitor the agenda and make the call.

There was a discussion of using Zoom sessions for meetings. However, the 40 minute time limit for the free Basic Zoom plan is too restrictive, not enough time for our purposes. The annual subscription cost for the Pro Plan which allows meetings of up to 30 hours is \$149.90.

Motion: Carl made a motion that we purchase the one year pro plan. The motion was seconded by Lee. (paid from the BPG funds)

Vote: all in favor – the motion passed.

Ken will purchase the Zoom account and manage it for our use.

Jim noted he expects the Nokomis community project visit to the building in January. We should begin preparing for the visit.

Next meeting – December 3, 2021 at 6:30 PM

Adjourn at 7:20 PM