



**WALKER MEMORIAL LIBRARY**



**Walker Memorial Library**

800 Main Street  
Westbrook, Maine 04092  
Phone: 207-854-0630  
Fax: 207-854-0629

## **LIBRARY ADVISORY COMMITTEE MINUTES**

March 26, 2024

5:30 PM – Walker Memorial Library

### **1. Call to Order**

Meeting called to order at 05:42pm by Library Director Rosemary Bebris.

Library Advisory Committee Members present: Elizabeth Callaway, Lorraine Glidden, Nancy Milton Heath, Evan Hevey, Rosemary Bebris (Library Director)

Library Advisory Committee Members absent: Kerri Frazier (Trustee of the will of Joseph Walker), Fran Fritzsche-Jensen (Trustee of the will of Joseph Walker), Marian Peterson (Trustee of the will of Joseph Walker)

### **2. Approval of Minutes**

Committee Member Hevey made a motion to approve the minutes of August 15, 2023.

Seconded by Committee Member Callaway and approved unanimously.

### **3. Library Director's Report**

The full text of the Library Director's Report is attached to these minutes.

### **4. Friends of the Walker Memorial Library Update**

Lorraine Glidden provided an update on Friends of the Walker Memorial Library activities.

### **5. New Business**

#### **a. Programming and Outreach Update**

Programming and Outreach Librarian Kate Radke provided an overview of WML's recent and upcoming programming and outreach efforts.

b. Establishment of Meeting Schedule

Library Director Bebris presented potential Library Advisory Committee meeting days and times for the committee's consideration.

6. Adjournment

Meeting adjourned at 06:23pm.

Next Meeting: June 4, 2024 at 5:30pm

Upcoming Meetings: September 10, 2024 at 5:30pm and December 3, 2024 at 5:30pm



**WALKER MEMORIAL LIBRARY**



**Walker Memorial Library**

800 Main Street  
Westbrook, Maine 04092  
Phone: 207-854-0630  
Fax: 207-854-0629

## **Director's Report March 26, 2024**

### **Annual Report Information**

WML's FY23 annual report will be submitted to the Maine State Library on or before April 1, 2024. This report includes statistics for the period of July 1, 2022 through June 30, 2023. During FY23:

- 36,483 patrons visited the library
- 73,246 total WML collection items (physical and digital)
- 62,465 total WML items were used by patrons
  - 34,816 Youth
  - 33,283 Adult

### **Budget Process for FY25**

Development of the City of Westbrook's FY2025 budget is underway. Initial requested funding for the library for FY25 was \$616,855.

- a. Department budget requests were due on 2/9
- b. Initial budget review meeting with the City Administrator and Deputy was held 2/29
- c. Budget meeting with Mayor and City staff was held 3/21
- d. Budget reductions were due to Finance on 3/25
- e. Budget presentations are due to the Mayor's Office on 3/27
- f. Budget Presentation to Council is scheduled for 4/8
- g. Anticipated Final Reading of budget is 5/6
- h. CIP budget requests are due 5/10

### **City of Westbrook DEI Initiative**

City staff continues to work with Integrative Inquiry on DEI initiatives. Department Heads and the DEI Taskforce are collaborating to design a DEI-centered mission, vision,

and value statement and a planning document for a 1 -3 year strategic roll out of initiatives with 3 – 5 goals. Kate Radke represents the Library on the DEI Taskforce.

### **MaineDOT/BCM Library E-Bike Loan Program**

WML has been selected to participate in the first pilot trial runs of the MaineDOT/BCM Library E-Bike Loan Program. Details are forthcoming, but MaineDOT/BCM hopes to launch sites by early June.

### **Staffing**

Maeve Holliday Porter joined the staff as a PT Library Technical Assistant in October.

### **Status of the Walker Memorial Library Trust**

The City of Westbrook recently received a check for \$35,000 from the Trustees of the Walker Memorial Library Trust. This donation is one of the final steps needed for the Trust to be terminated.

**Respectfully submitted,  
Rose Bebris, Director**