

SHAW PUBLIC LIBRARY

BOARD OF TRUSTEES

MINUTES

December 10, 2025

Members present: Kathy Bishop (chair); John Contreni (secretary); Esther Ireland (Zoom); Deb McAfee; Linda Wohlforth (vice chair; Zoom)

Ex-officio: Kathy introduced Rachel Daigle as the new director of the Shaw Public Library. Trustees welcomed her aboard. Rachel has many ideas for the SPL, which she will share at the next meeting. For starters, she is thinking about streamlining the Library's social media and implementing a consistent brand for the SPL across all social media platforms.

Guests: None

Meeting called to order: 3:59 p.m.

- 1. Conflict of Interest with any agenda item by Board members?**
 - a. None reported
- 2. Approval of minutes**
 - a. November 12, 2025. With one correction, Esther moved and Linda seconded that the minutes be approved as distributed. Motion carried, 5-0.
- 3. Additions or deletions to the agenda?**
 - a. None

Reports

- 4. Report from the director**
 - a. In lieu of a director's report, Kathy noted that SPL staff will be trained on a new software system that the Maine State Library is installing across the state to replace the current Balsam software. The new system is called Koha and the training will take place from January 9-14.
 - b. Kathy also reported that Charlie Aucoin will be trimming the trees in front of the main building soon.

Old Business

- 5. Plan for Ramps and Enclosures.**
 - a. Thanks to the creativity and efforts of Brent Ireland, a new, removable, enclosure was built and installed to protect the Annex ramp from inclement weather. Today's snow proved that it works! Trustees expressed appreciation for Brent's quick work on this project. Brent donated his labor; the Library will pick up the cost of materials.
- 6. Plans for SPL Centennial Celebration.**
 - a. The celebration is scheduled for December 15, at 1:00 p.m. in the Library. Luke Muzzy and Sandra Ryder will speak about the history of the SPL. Other speakers will join them on the program. Cake will be served. The Library will offer a door

prize to all participants

New Business

[The meeting ended early on account of the snow storm]

Items For next Meeting: February 11, 2026

7. Pricing for copies in the SPL: b/w and color.
8. The main ramp..

Adjournment at: 4:27 p.m. Motion by Deb, second by Esther. Passed 5-0