

**Portland Library Board of Directors  
Special Meeting**  
April 11, 2022 @ 10:00 AM  
Portland Library Van Beynum Room

**1) Call to Order**

Laurel Steinhauser called the meeting to order at 10:09 A.M.

Library Board Directors in attendance: Margot Chapman, Myra Finkelstein, Don Eiler, Melissa Woodward, Betsy Graziano, and Laurel Steinhauser. Also in attendance were Library Director Jan Nocek and Friends of the Portland Library President Maureen Muir.

**2) 125<sup>th</sup> + 2 Anniversary Celebration Planning**

Updates:

Myra contacted the Rossitto family about their food carts and they are not available.

Don contacted Top Dog and they are unavailable as Saturday is their busiest day.

Margot has a call into Cedar Mountain Stone about prices for the rocks for the painting activity and is researching on Amazon as well. Jan shared info regarding CCM's at-cost municipal printing services. Margot reached out and shared that they need specifics in order to give us a quote. There was conversation around types and sizes of banners and posters that are required.

Laurel met with Nate and Andy from Park & Rec and Jesse from Youth Services and shared their plans for their tents. Nate Foley will coordinate the class demos with Mike Pelton and Alicia Currier, and is planning to reach out to their Tai Chi and Zumba instructors to gauge interest. Jesse Revicki is excited about the rock painting activity and willing to coordinate Youth Services volunteers to run that activity, even if it is located under the art tent. He would like to tie it in to the Little Hiker's program he is rebuilding. The Board expressed support for this idea. Chris Chenier will help with designing posters. Sharon Hoy's ice cream truck connection is unavailable on June 11, but Ice Cream Emergency is available if the Board wishes to find a corporate sponsor to pay for it as they do not do cash sales. Myra offered to approach Liberty Bank to see if they would be willing to sponsor the ice cream truck. Andy Bauer w/ Clean Energy Task Force will set up a tent with an activity involving Lego bricks and lego photovoltaics. Sam Tucker says the A Cappella group is not available given the time of year but has a student who may be interested and will put her in touch if she would like to be involved. Amanda Murphy has agreed to produce a video to play indoors during the event and is available to document the event with photos and video. Laurel spoke with Jenn Renk about lining up a Summer Reading Kick Off performer and Jenn has a magician she has been in touch with who she likes. The Board is in agreement that this is a good plan. Liz Hibino indicated that the Portland Social Justice Coalition is likely available to attend. Laurel is waiting on follow up from Brigette Roy regarding art classes and John Hall regarding the Jonah Center.

Jan reported that National Healthcare/Water's Edge reached out about sponsorship opportunities. Sea Scouts no longer exist in Portland. Rivereast pricing for printing and insert is \$575. This would cover 4650 inserts just to Portland addresses. She is waiting on a price for just the inserts, assuming the Library could purchase paper and print in house. John LeShane with the Meshomasic Hiking Club is considering having a tent during the event. The Garden Club has not been responsive. Jan is going to follow up with Lions Club. Jan looked into putting a sign up on the Community Sign Board. This would need to go up 30 days prior to the event.

Maureen reported that Cans for a Cause will be at the event with a bean bag toss to knock down cans and several other can-themed activities.

The Board discussed food during the event. Laurel will reach out to Bob Shea to offer the Fire Department the opportunity to run a fundraiser selling burgers, hot dogs, and drinks during the event. Other options if they are not interested include reaching out to the Exchange Club or some of the local churches.

There was discussion around publicity and purchasing something that would make it easy to identify volunteers, whether that is t-shirts, visors, or buttons.

Volunteer recruitment needs to be a priority in the next several weeks. Maureen will send a notice out through the Friends email list to recruit. Jenn Renk is going to ask the Teen Advisory group for volunteers, but it is hard to pin down teens for June events right now. Both Nate Foley and Jesse Revicki offered to reach out to their advisory boards to ask for volunteers for the event. The Board considered reaching out to the Boy Scouts as well as the Brownstone Quorum and the Lions Club for possible volunteers.

The next planning committee meeting will be Monday, April 18<sup>th</sup> at 12 P.M. in the Portland Library Van Beynum Room.

### **3) Adjournment**

The meeting was adjourned at 12:20 P.M.

Respectfully submitted,  
Laurel Steinhauser, Library Board Chair