Maine Library Commission Meeting Minutes
May 11, 2026

Welcome, Call to Order
Meeting called to order by Bryce Cundick at 1:00 p.m.

Member in Attendance
Bryce Cundick, Andrea DeBiase, Wynter Giddings, Heidi Grimm, Joe Houston, Sarah Moore, Judi Moreno, Jane Ouderkirk, Heather Perkinson, Ben Treat, Krystie Wilfong

Members Absent
Andrew Wallace

Maine State Library (MSL) Staff
Lori Stockman, Jenna Davis, Kimberly Clark, Jared Leadbetter, Alison Maxell, Kara Reiman, Jenny Smith, Marijke Visser, James Jackson Sanborn (Executive Director, MaineInfoNet), Elaine Bissonnette (minutes)

Public Attendance: 26 individuals

Public Comments

- Jenna Mayotte (Director, Falmouth ML) spoke in support of strong library standards and adequate training requirements, expressing concern about proposed minimum professional development hours.
- Jennifer Maffette (Library patron, volunteer) requested that the chat function not be closed during meetings, arguing it allows for better interaction and real-time feedback.
- Casey Martin (Director, Southport ML) expressed concerns about the limited stakeholder engagement in the rulemaking process and offered to share two surveys she drafted for gathering stakeholder input before commentary opens up to the public.
- Sarah Redfield (Attorney, York, ME) raised concerns that the MLC didn't consider an alternative draft prepared by citizen volunteers and emphasized the need for early communication and compliance with statutory requirements for rule development. She requested clarification on where to find required information and suggested starting a consensus-based rule development process.
- Sarah Skawinski (President of MLA) thanked the MLC for their continued work on this process and encouraged constructive participation in the ongoing rulemaking process.

Approval of March 9, 2026, and April 6, 2026, Draft Minutes
Motion to accept as written by Heidi Grimm. Seconded by Wynter Giddings, passed with unanimous consent.

Consent Calendar: State Librarian & MSL Department Reports (questions from MLC Members)
None

New Business

- **Overview of IMLS LSTA FY26 Grant Budget (Lori)**
  Lori reminded the MLC that they serve as the State Advisory Council on libraries and give advice and make recommendations to the State Librarian on the administration of Federal funds. Spending of federal funds are based on the current 5-year IMLS/LSTA plan from 2023-2027 and can be found here: **https://digitalmaine.com/ld_docs/38/.** A new five-year plan will be drafted in the coming months.

  Lori presented slides providing an overview of the FY25 spending plan and proposed FY26 expenditures. She noted the four overall goals for the expenditure of funds in the current plan, which runs through 2027.

  - Goal 1. Expand library resource sharing and services for all Maine residents

- Goal 2. Improve the Maine library workforce via continuing education, professional development, and leadership opportunities
- Goal 3. Provide and improve library services to individuals with disabilities; and to all Maine residents, including children, living in underserved areas and rural areas.
- Goal 4. Expand and enhance life-long learning opportunities for Maine residents.

The discussion focused on staffing costs, with Joe expressing concern about the volatility of these funds and suggesting a long-term strategy of reducing grant funds for staffing. Lori noted that efforts are underway to keep staffing costs below 50% of the grant and that staffing additions are being made conservatively, while also exploring contract positions as an alternative.

(See p. 5 for the entire slide presentation)

- **Review/Discuss/vote on revised MSL Patron Behavior Policy (Lori)**

A revised Patron Behavior Policy was drafted by Alison Maxell, MSL Director of Public Services and Outreach, Research and Innovation, with input from her staff and was reviewed by outside organizations and individuals.

- Kristi questioned the age limit. Alison clarified that it is intended for children aged 12 and under.
- Sarah suggested that the messaging for unattended minors could say they're not responsible for supervising children, but they are allowed if they follow the rules of conduct.
- Heidi mentioned they're having a problem with political pamphlets being inserted in books at Merrill ML. They have developed language around this, and Heidi will share it with Lori. Along with language around unattended children, they have developed language for unattended adults left by caregivers.
- Ben suggested avoiding specific references to leaflets in books and instead referring to leaflets in general.
- Wynter noted that general leafletting could be left in public areas... computer stations, bathrooms, etc.
- Lori said she will have a revised version for the language around leafletting and minors at the June meeting.

Old Business

- **MRLS Agreement** (updates from Lori and MSL Staff regarding questions from the April 6 meeting.

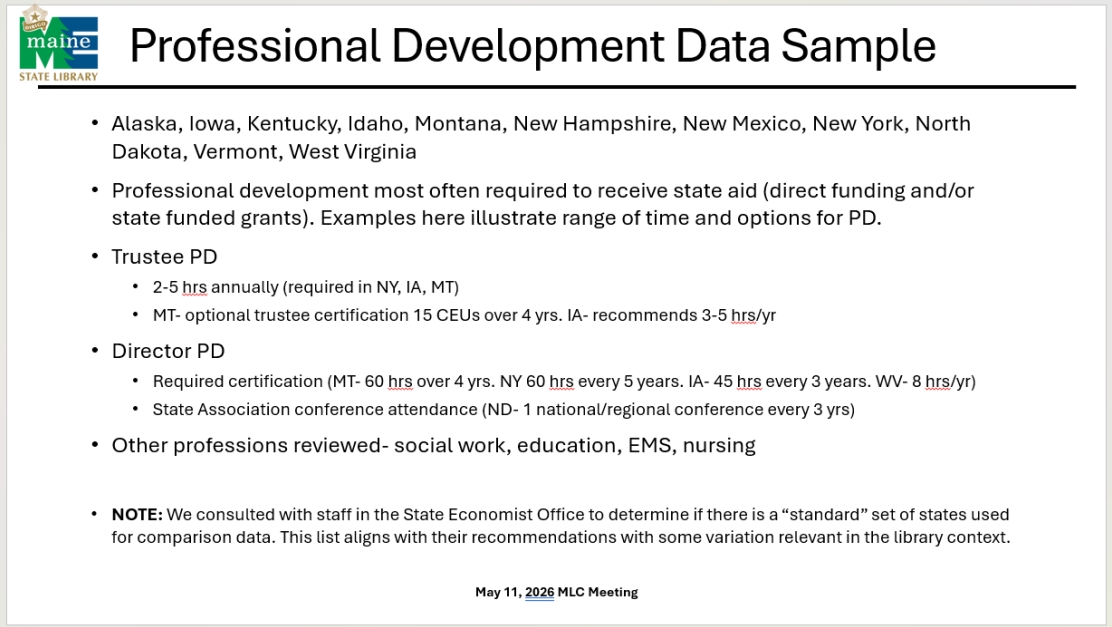
Lori received answers from Sarah Forster (AAG) on the following questions that came up at the April 6 meeting:

1. **Under safety of staff and public, should we add facility accessibility, i.e. ADA, and should we mention CIPA or be more general?**
   The MLC doesn't need to repeat legal obligations that already exist through other entities. The rule should include items that MLC expects MSL staff to be able to regulate.
2. **Do we need to outline the annual Public Library Data Survey grace period in the rule and do we have a specific date of April 1 in that section.**
   The MLC can identify and specify a date that allows MSL staff to meet the overall survey deadline that IMLS sets for state library agencies. Lori noted MSL will continue with an April 1st deadline.
3. **Should we add to the rule that staff PD must be done on paid time?**
   The MLC can put language in the rule that states if the employee is compensated by the library then PD can be completed on the employees paid work time.

4. **If a state statute changes such as a definition cited in the rule, does it automatically change in the rule?**
   No, both must be changed. Once a statue change happens, a rule making process would need to occur to change the rule to match the state statute definition or wording.

- **Professional Development Data Sample**

Marika presented research on PD standards for trustees in other states, noting that most require 8-10 hours annually.



Several Commission members advocated for stronger professional development requirements beyond the proposed four-hour minimum. Members discussed the advantages and challenges of self-certification versus independent verification of professional development hours, raising concerns about the practicality of implementing a verification process.

- Sarah said it's important to have PD in Standards to continue to stay relevant. She noted that Indiana and Ohio have certification programs, and Indiana has a form to submit for auditing purposes.
- Marijke is looking into how other states do it.
- Wynter recommended increasing hours of PD to 8-10 hours per year. She believes PD should be included in the Standards and libraries need to report on it, maybe via an online form. Lori will have a discussion with MSL staff about this.
- Joe values PD. He asked what qualifies as PD. WebJunction and ALA webinars were mentioned, along with webinars listed in the monthly National CE Calendar compiled by MSL. He also noted a distinction between self-certifying in the annual report and PD requirements, and suggested that if PD is self-certified, the number of required hours should be eliminated so that MSL would not need to verify PD with library directors.
- Ben feels it's okay to specify hours of PD
- A question was raised regarding the efficiency of the recommended topics. Lori explained that MSL aimed to keep the topics broad-based to better serve the range of public library sizes.

- Bryce asked if there should be Benchmark Tiers. Lori said that is for the MLC to decide.
- Lori feels that if PD isn't mentioned in the Standards, it means it's not valued.
- Heather noted that having a standard provides a basis for advocating a set number of professional development hours. She suggested that 12 hours is a reasonable requirement and emphasized the need for clear definitions for tiers to avoid creating rules that necessitate additional layers of regulation.
- Heidi suggested keeping the language, increasing the number of hours and let go of the tracking piece. Bryce agrees with this. Just need to decide on the number required. He asked if increasing hours would become more burdensome for smaller libraries. He also doesn't want to put extra work on MSL staff. Lori will discuss the auditing piece with staff.
- Krystie would like to hear from the MELIBS community and the public comment portion to see how they feel about 12 hours of PD.
- Andi wants to be respectful of staff that are open a limited amount of hours when specifying number of required PD hours. She recommended reaching out to part-time library directors to gather feedback on the proposed professional development hour requirements.

Ad Hoc Subcommittee on MLC Membership Update (Heidi)

- No updates, but she does continue to remind people about the vacant seats when she attends the monthly Zoom meetings.

Updates

- **Maine InfoNet update (James)**
  - Recently advertised for a Librarian Specialized Services. Will post to MELIBS today.
  - There's been ongoing activity for the statewide Ebooks task force. Looking at different things around the cloudLibrary download library system and will be sharing interim activities and more background at MLA Conference. There will most likely be an increase in the cost of this service for the next subscription period.
  - Requested a timeline from Clarivate to be added to their development schedule to get Balsam and Chickadee libraries connect directly to MaineCat. Bluehill is up and running.
  - There's a no-cost contract to implement Vega, the discovery system used by Dirigo Libraries, to help with the MaineCat search feature.

Other Business
None

Adjourn
Meeting adjourned at 3:02 pm

Next Meeting
Special Meeting June 15, 1-3 pm (in-person). Krystie Wilfong noted that she can't make this meeting.