



Quarterly Presentation

October 2025

Outline of Tonight's Presentation:

1. Operations
 - a. Director Transition
 - b. Program Updates & Statistics
 - c. Operational Updates & Statistics

2. 2025 Budget Performance & 2026 Budget Draft

Director Transition

- Applications closed 10/20
- Hiring Committee actively interviewing candidates
- Diana Furukawa- Last date: 11/30
- Interim leadership likely in early winter

Key contacts:

- Assistant Director: Nicole Brennan, programs@millinocketlib.org 207-447-4077
- Board President: Ed Girsas, egirsas@gmail.com
- Board of Directors: board@millinocketlib.org

Program Update

Recent programs have included:

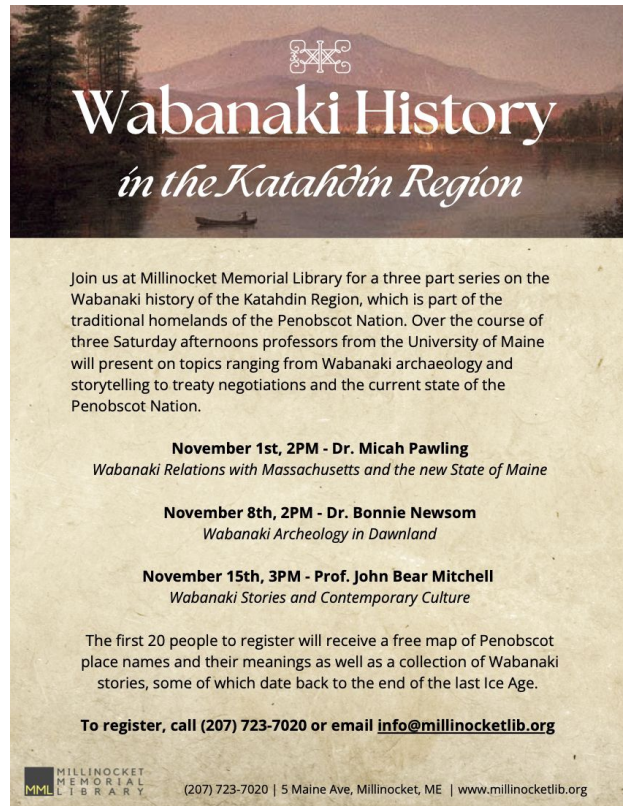
- Memories of the Mill series
- Author talks - Monica Wood, Mason Pratt, *North Woods at Night* (multiple authors)
- Walking the Appalachian Trail with Tim and Vickie Edwards
- Katahdin Safety - a presentation by Aaron Megquier of Friends of BSP
- Tim & Susan Caverly - The Challenge of Wilderness Living
- Frances Perkins Display - Exhibit loaned from the Frances Perkins Center in Newcastle
- Mah-jong for Beginners - a weekly summer gathering



Program Update

Upcoming & Ongoing programs

- Wabanaki History Series - 11/1, 11/8, & 11/15, 2pm
- Fall Poetry Night - Friday 11/14, 6pm
- Financial Literacy Series with KFCU - (tent.) Spring 2026
- Senior Chats - 1st and 3rd Monday each month 10:30-11:30am
- History Buff Roundtable - 1st Thursday every month
- The “What I’m Reading” Book Club - final Monday of each month
- The Writing Workshop - every other Thursday

The poster features a scenic background image of a lake with a small boat, surrounded by trees and mountains. At the top center is a logo consisting of a stylized 'W' and 'H' intertwined. Below the logo, the title 'Wabanaki History' is written in a large, serif font, and 'in the Katahdin Region' is written in a smaller, italicized serif font below it.

Join us at Millinocket Memorial Library for a three part series on the Wabanaki history of the Katahdin Region, which is part of the traditional homelands of the Penobscot Nation. Over the course of three Saturday afternoons professors from the University of Maine will present on topics ranging from Wabanaki archaeology and storytelling to treaty negotiations and the current state of the Penobscot Nation.

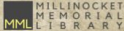
November 1st, 2PM - Dr. Micah Pawling
Wabanaki Relations with Massachusetts and the new State of Maine

November 8th, 2PM - Dr. Bonnie Newsom
Wabanaki Archeology in Dawnland

November 15th, 3PM - Prof. John Bear Mitchell
Wabanaki Stories and Contemporary Culture

The first 20 people to register will receive a free map of Penobscot place names and their meanings as well as a collection of Wabanaki stories, some of which date back to the end of the last Ice Age.

To register, call (207) 723-7020 or email info@millinocketlib.org

 MILLINOCKET MEMORIAL LIBRARY (207) 723-7020 | 5 Maine Ave, Millinocket, ME | www.millinocketlib.org

Youth Programs

Summer programs:

- Art Afternoons with Makenna
- A Bubble Party!!
- Wildlife Workshop with 4-H
- “Be a Health Scientist” with the Children’s Museum
- Summer Pokemon Club
- The Annual “End-of-Summer” Celebration

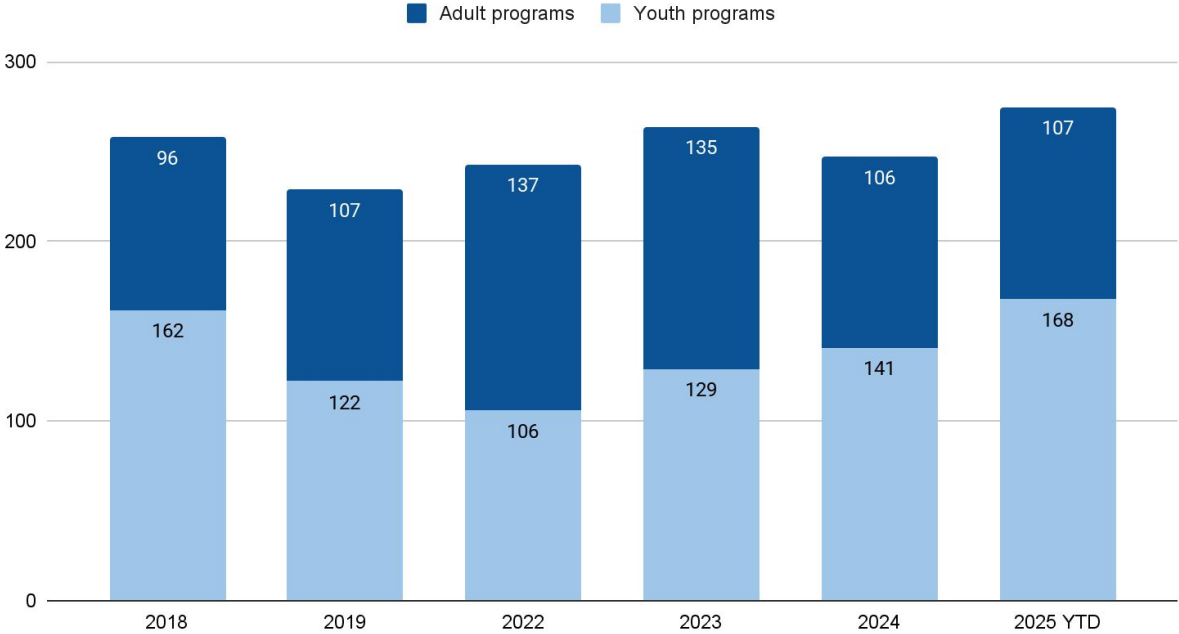
Upcoming & Ongoing programs

- Annual Halloween Party - Friday, 10/24, 3-4:30pm
- Storytime - every Wednesday for kids 5 and under
- Teen Craft Afternoon - every Tuesday for teens and tweens
- Littles in the Library - unstructured play time for children and parents every Monday and Friday

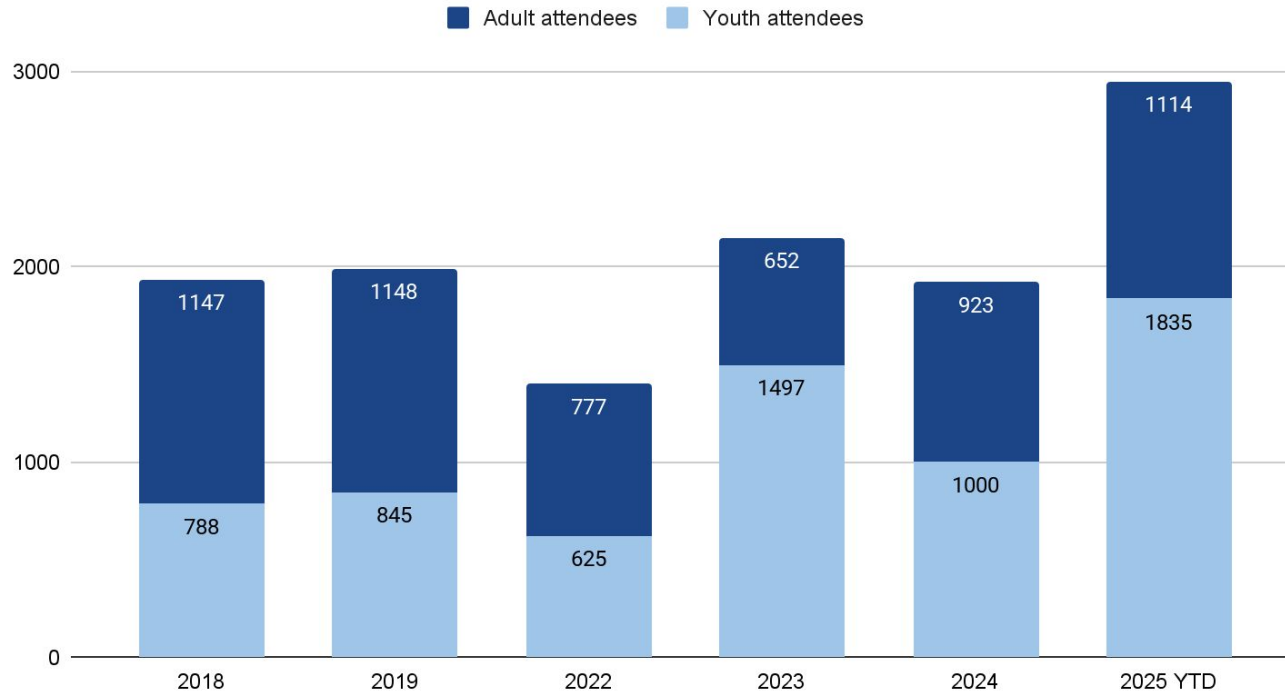


Library Program Statistics

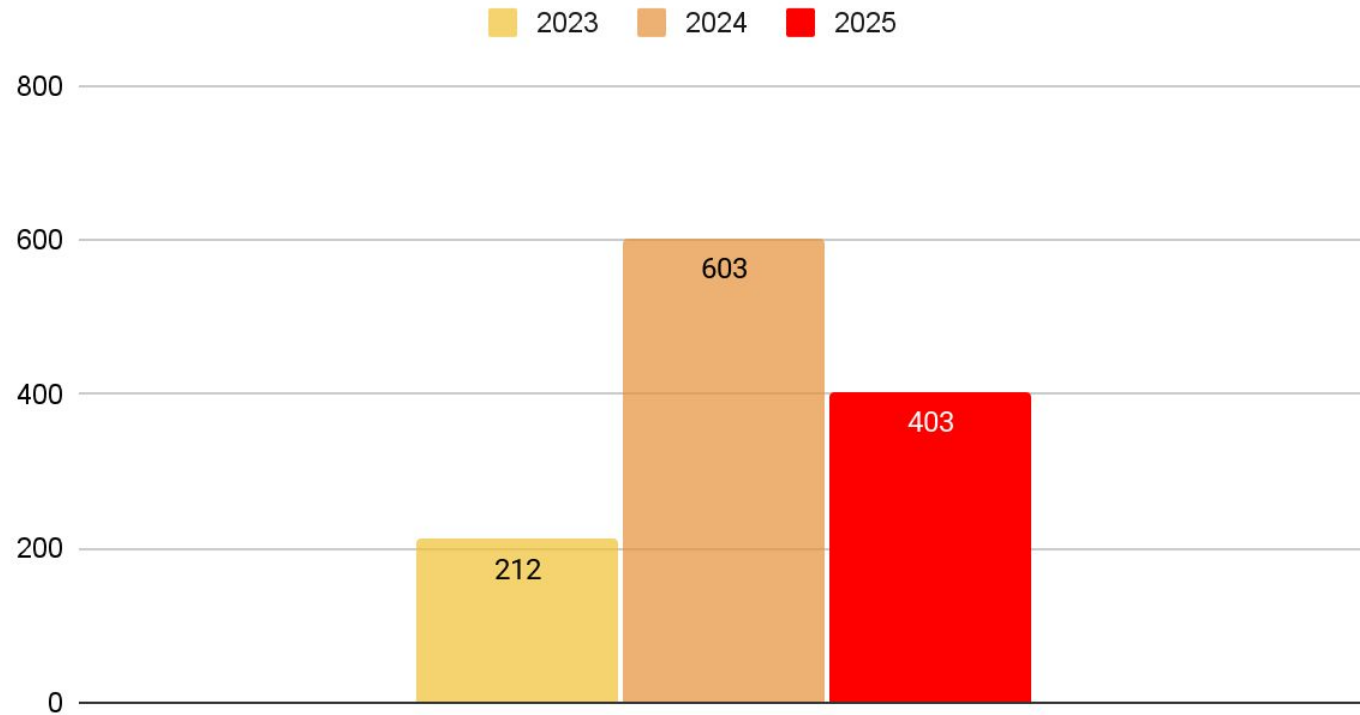
of Library Programs Offered by Age Group, 2018-2019, 2022-2025 YTD



Library Program Attendance by Age, 2018-2019, 2022-2025 YTD

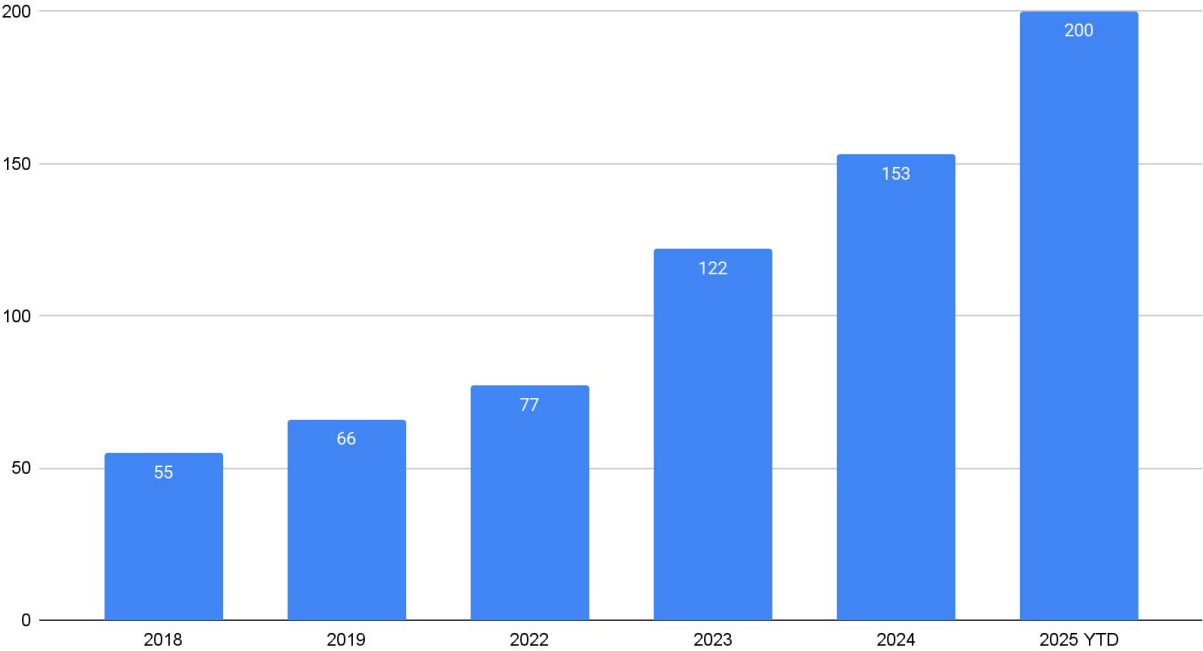


No. Free Summer Lunches Distributed at MML, 2023-2025

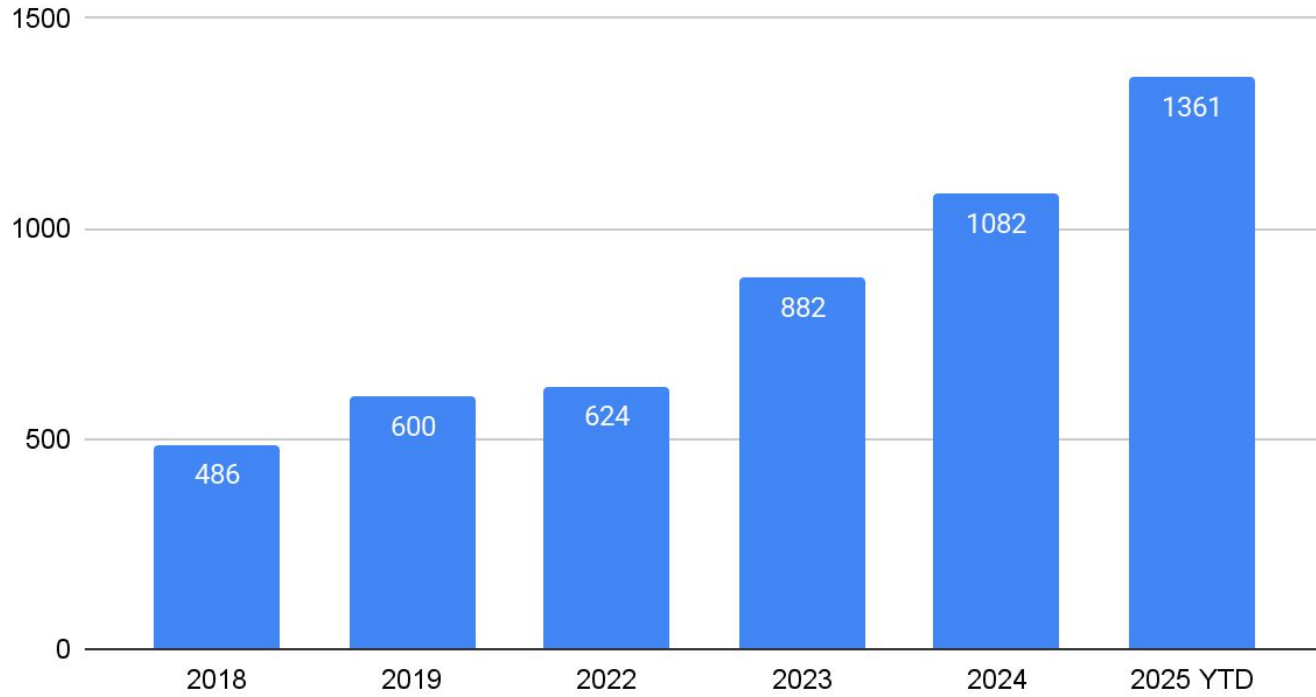


Library Use Statistics

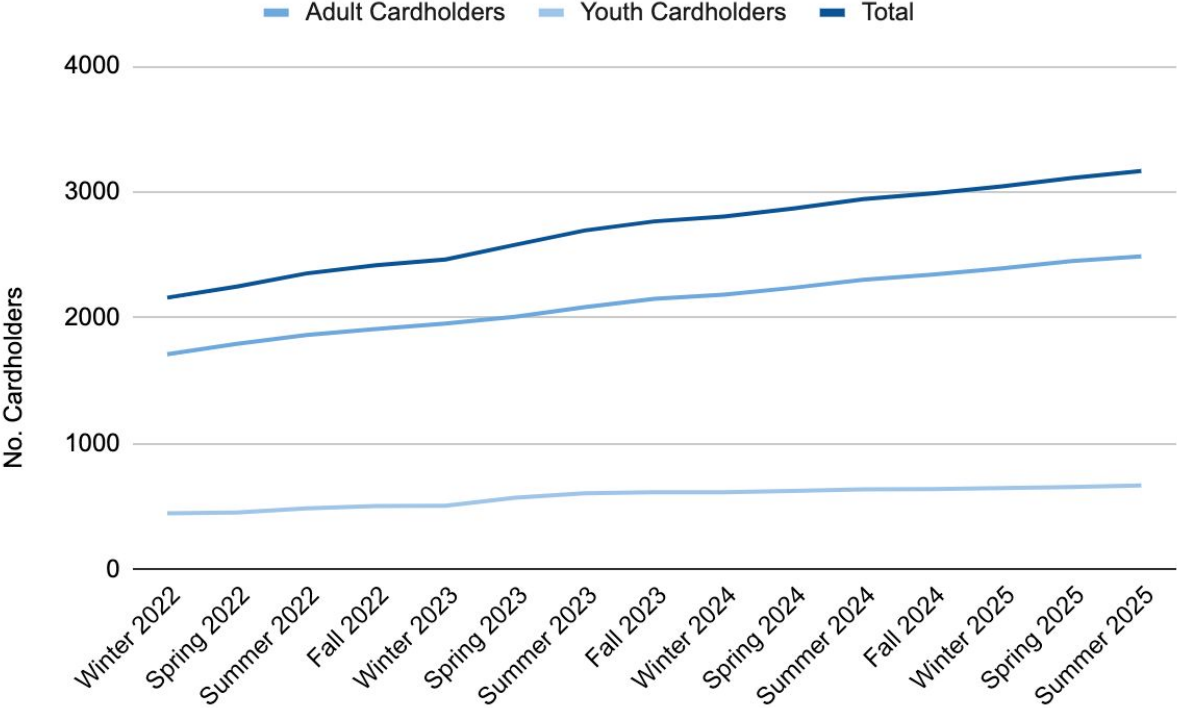
Number of Community Meetings at Library, 2018-2019, 2022-2025 YTD



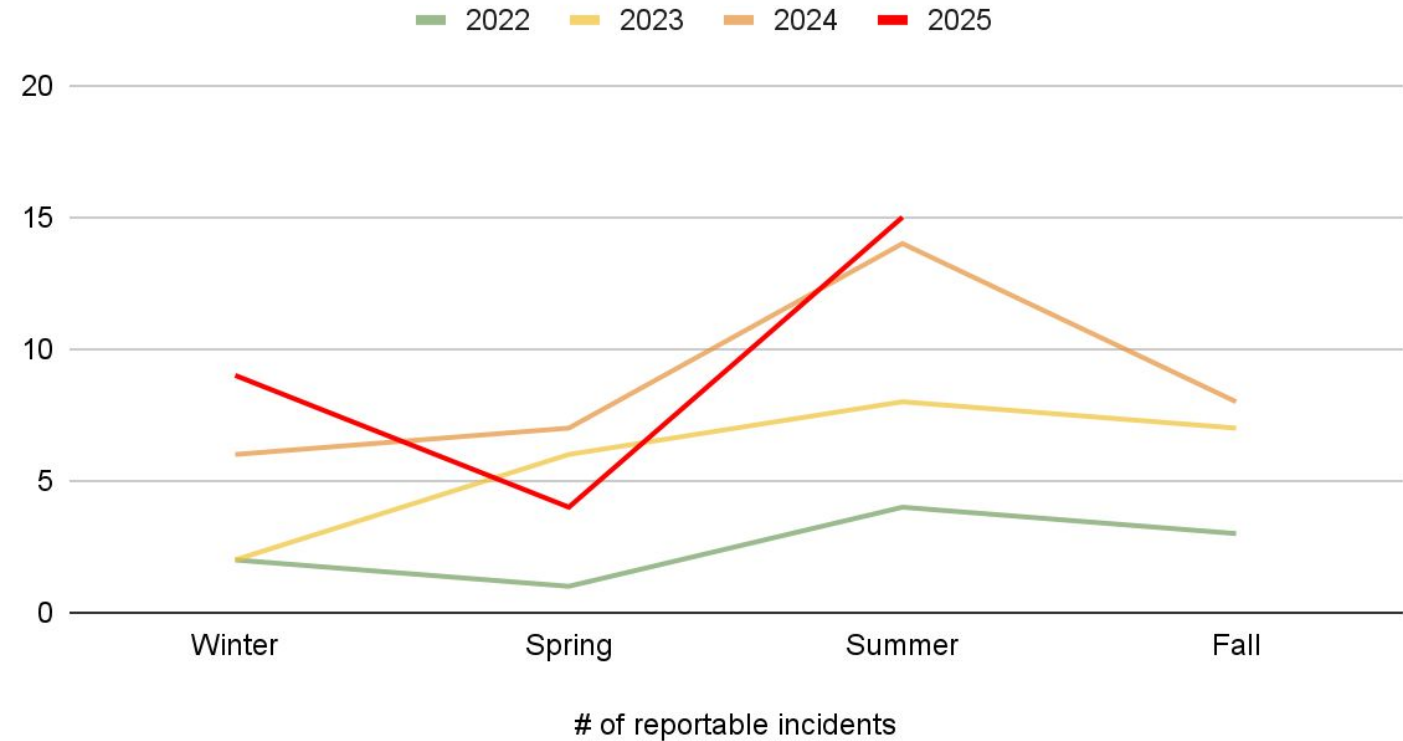
of Community Meeting Attendees, 2018-2019, 2022-2025



Library Cardholders, 2022-2025



Number of reportable incidents per quarter, 2022-2025



KIDS AND TEENS AT MML: A FEW REMINDERS FOR PARENTS



Kids under 11 must be accompanied by a parent/guardian at the library.

Library staff cannot take the place of a parent/guardian and are not responsible for directly supervising young kids at the library.



Kids 11 and up can use the library on their own if they follow our Rules of Conduct, including:

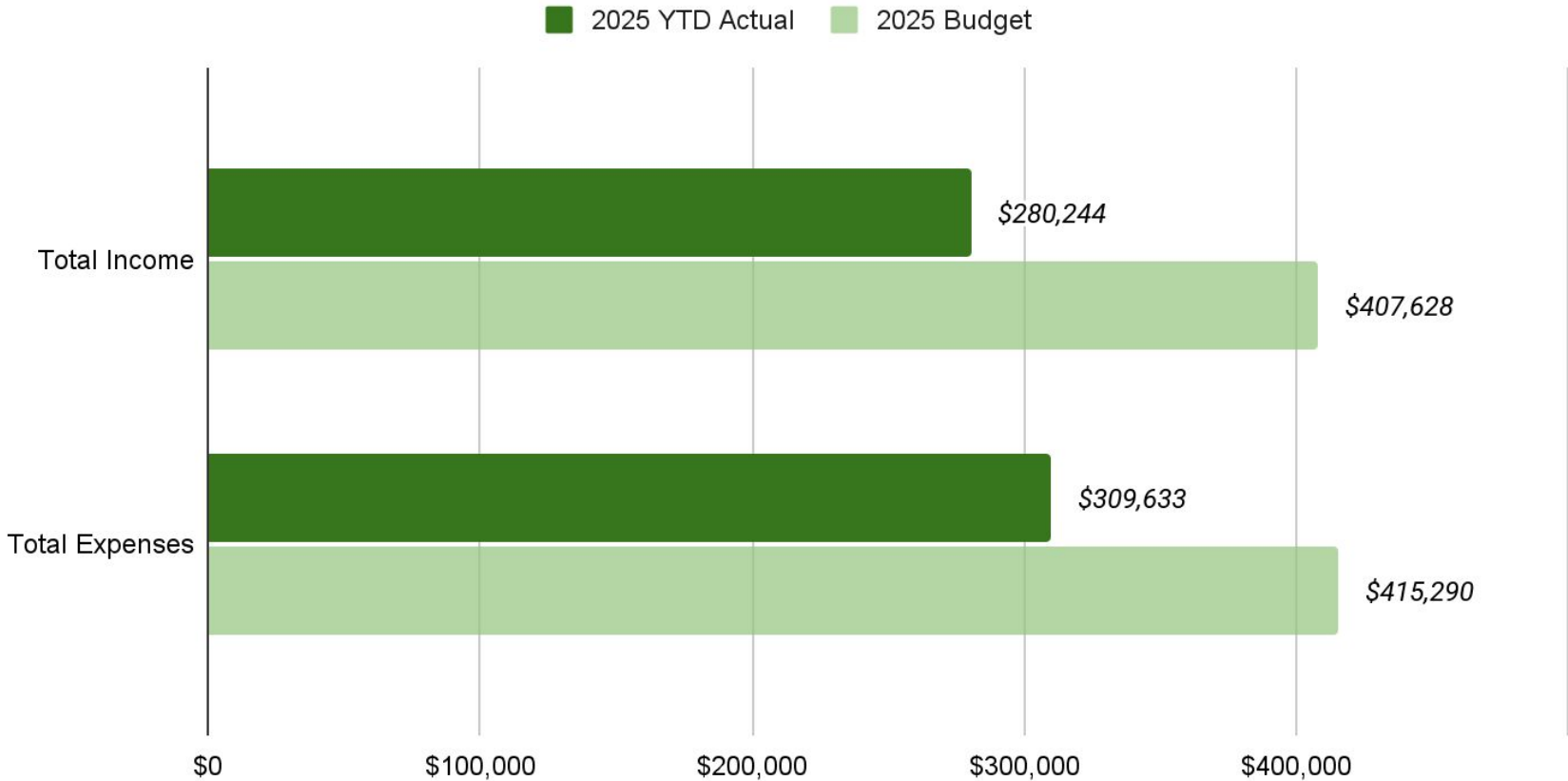
- Use inside voices and appropriate language.
- Respect personal space.
- Respect library property.
- Clean up after yourself.
- No running or roughhousing in the building.
- No smoking, drugs, or alcohol.
- Respect other patrons and library staff.



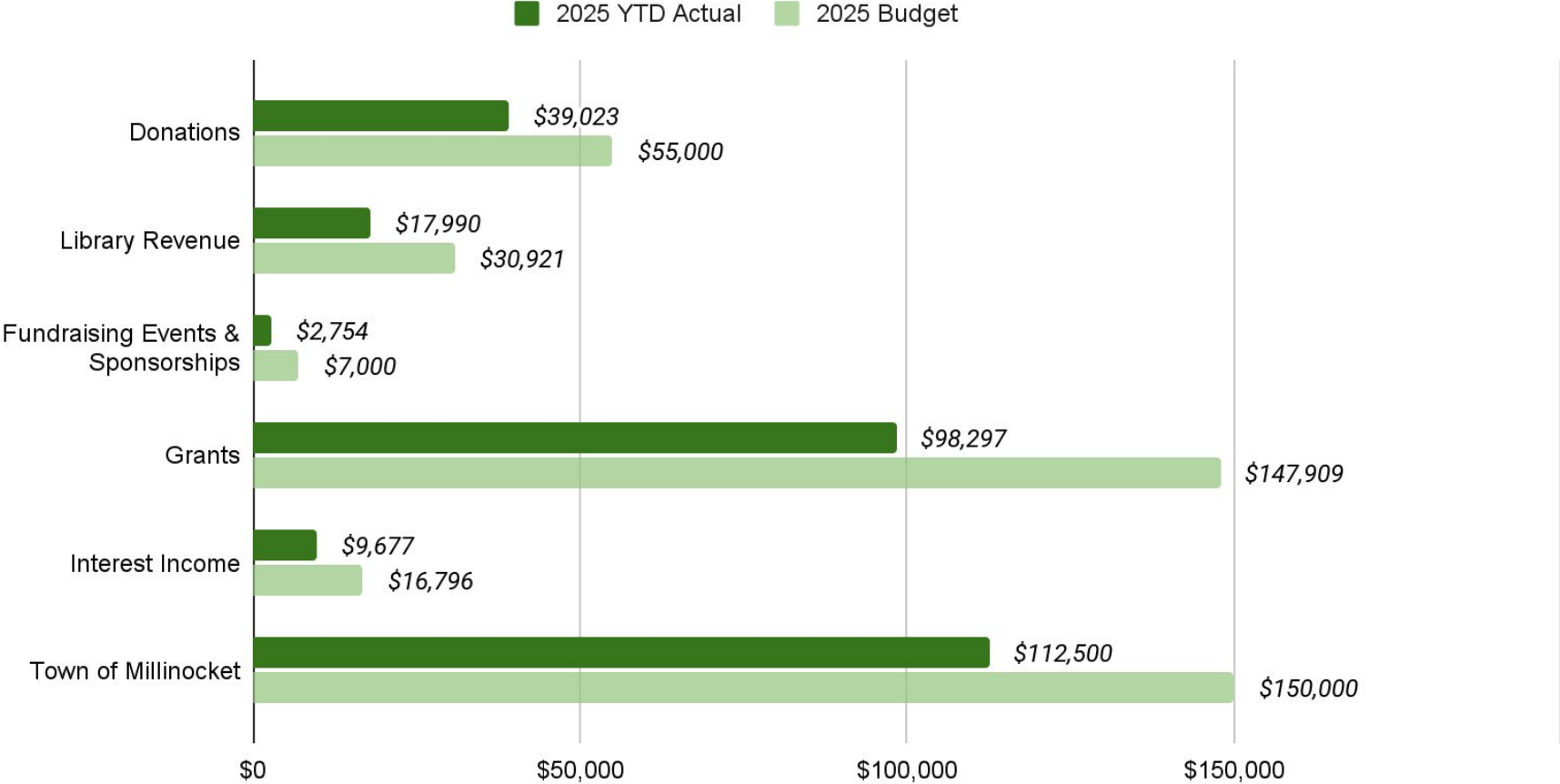
Parents/guardians are responsible for what their kids read and access at the library.

Library staff do not control what books kids read or what they access on our computers.

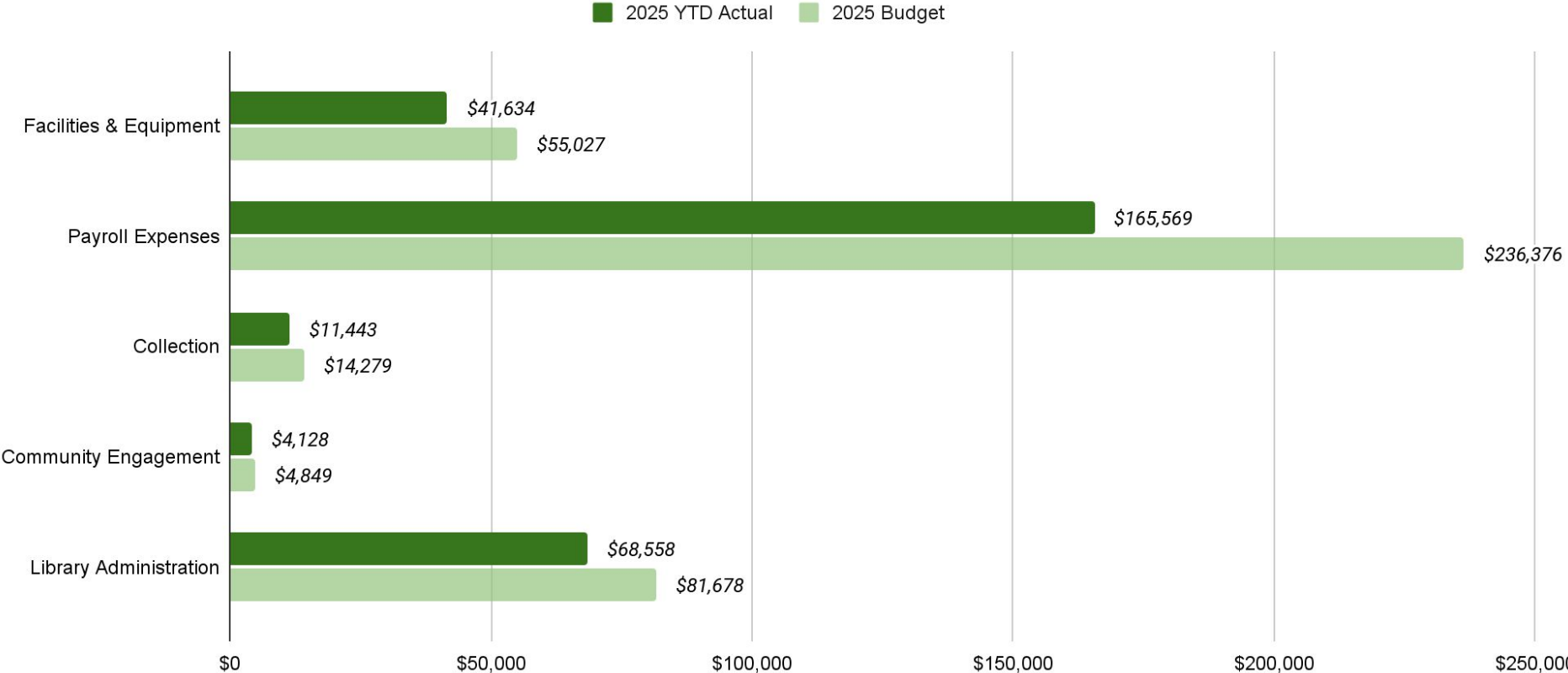
MML 2025 YTD Operating Budget Performance Summary, 9.30.2025



MML 2025 YTD Operating Budget Performance by Income Category, 9.30.2025

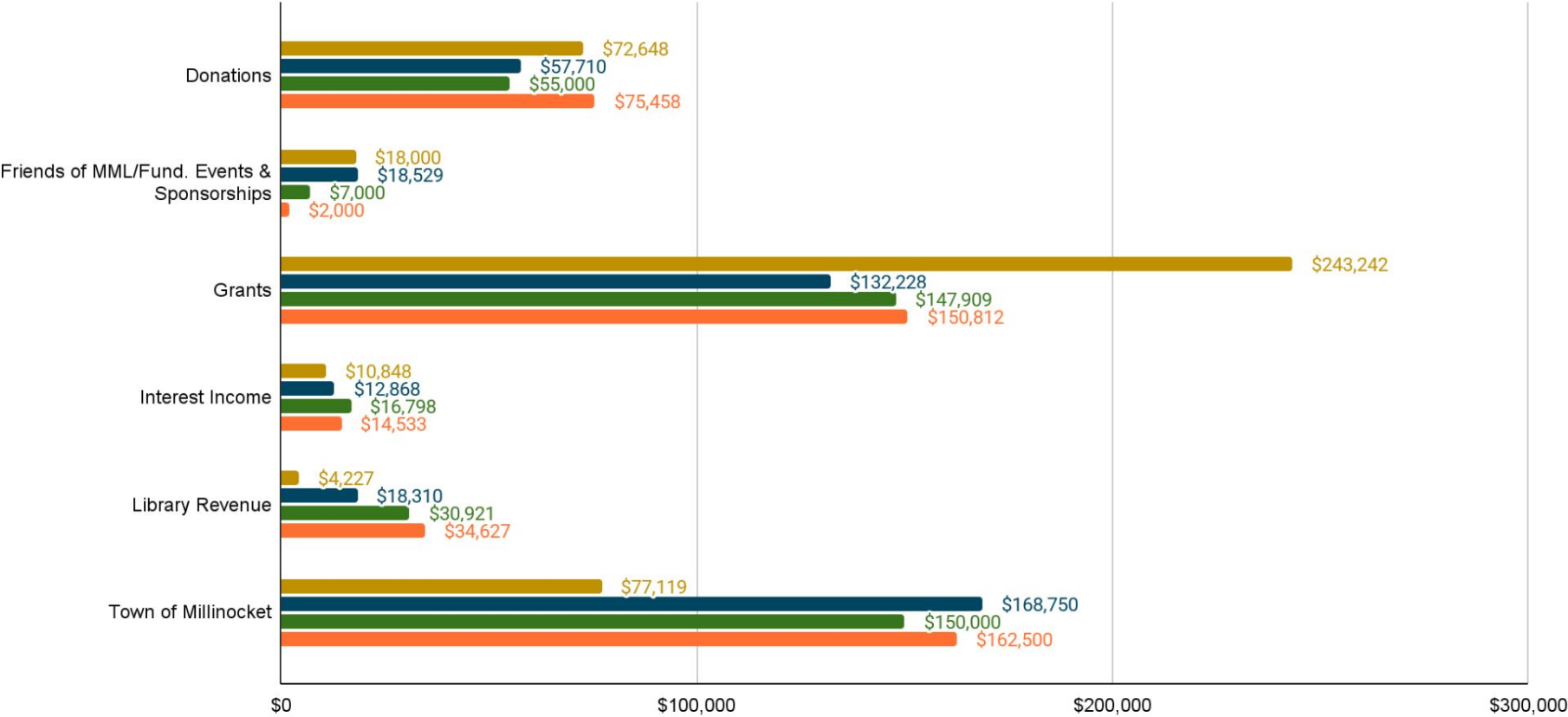


MML 2025 YTD Operating Budget Performance by Expense Category, 9.30.2025



2023-2026 MML Operating Budget Income Comparison

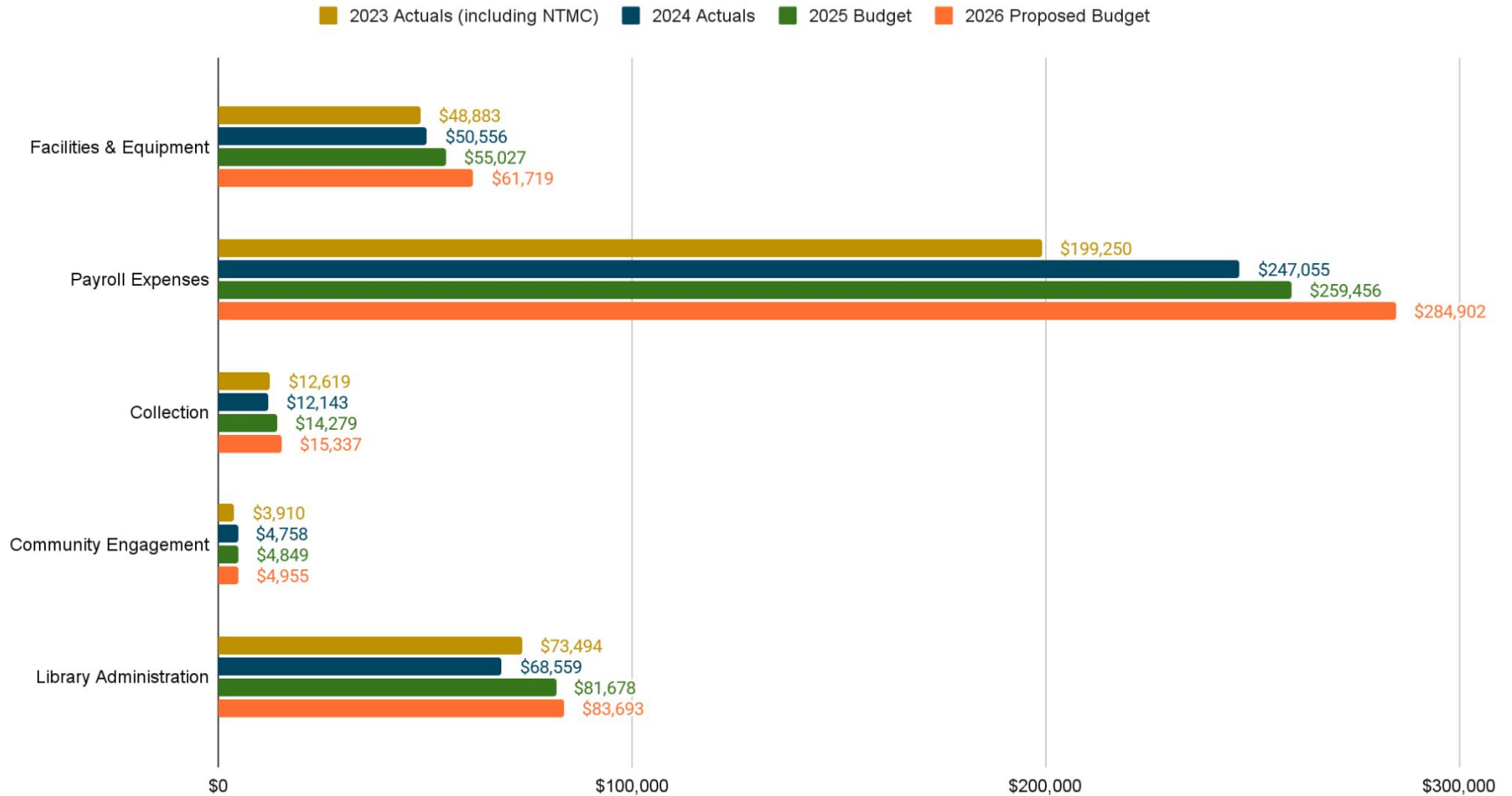
2023 Actuals (including NMTC) 2024 Actuals 2025 Budget 2026 Proposed Budget



2026 Proposed Budget Income Detail

		2026 Budget Draft 3 (10.20.25)	Change from 2025 Budget	Notes
Revenue				
Total 43400 Donations		75,458	20,458	Actuals for past 12 months
47200 Library Revenue				
	Consulting Work	25,630	1,630	Katahdin Collaborative contract
	Copy/Fax Services	7,322	1,383	
	EV Chargers	1,175	693	YTD average/month
	Retail Sales	500	0	
Total 47200 Library Revenue		34,627	3,705	
Fundraising Events		2,000	-5,000	2 small fundraisers, including book sale and raffle
Grants		13,310	-9,000	3 endowed grants + \$10K misc operating grants/overhead from restricted grants
	Employee Retention Credits			
	Temporarily Restricted Funds Released	47,502	1,903	Restricted grants received in previous years that can be applied to operating budget for resource navigation staff time
	Sewall Foundation	90,000	10,000	\$90,000 awarded in 2026 from multiyear grant
Total Grants		150,812	2,903	
Interest		14,533	-2,265	New Markets Tax Credit interest payments + \$4742 CD earnings
Sponsorships				
	Town of Millinocket	162,500	12,500	Per contract, 2 quarterly payments of \$37,500 + 2 quarterly payments of \$43,750
Total Revenue		439,929	32,301	
Gross Profit		439,929	32,301	

2023-2026 MML Operating Budget Expenses Comparison



2026 Proposed Budget- Expense Detail: Facilities & Equipment

		2026 Budget Draft 3 (10.20.25)	Change from 2025 Budget	Notes
62800 Facilities and Equipment				
	Building Repairs & Maintenance	14,941	5,694	• Standard required maintenance: quarterly HVAC service calls, sprinkler inspections, fire alarm inspection/monitoring, propane tank service, DOT sign maintenance, fire exting. inspections • One-time repairs, including: \$1500 window repair, ~\$1500 fence addition • 45% misc. repair buffer
	Computer Equipment, Repairs, & Supplies	4,696	-81	4hr/s month IT repairs/maintenance, computer management software, \$500 misc buffer
	Contracted Maintenance	10,929	1,167	• Cleaning contract (5hrs/week), rug service, plowing/shoveling contracts, lawn mowing, trash removal • One-time maintenance: ~\$1K deep cleaning
	Copier Lease & Supplies	2,948	110	
	Elevator	535	-175	Quarterly service after warranty expires
	Furnishings & Fixtures	320	-1,180	
	Janitorial & Safety Supplies	1,569	150	Past 12 months actuals + first aid supplies
	Utilities			
	Electricity	9,542	205	Past 12 months actuals (+8%)
	Propane	1,053	785	75% of Past 12 months actuals
	Sewer	400	0	
	Telephone	1,978	-251	
	Water	3,025	-12	
	Wood Pellets	9,783	279	Average tons/year + 5%
	Total Utilities	25,780	1,006	
	Total 62800 Facilities and Equipment	61,719	6,692	

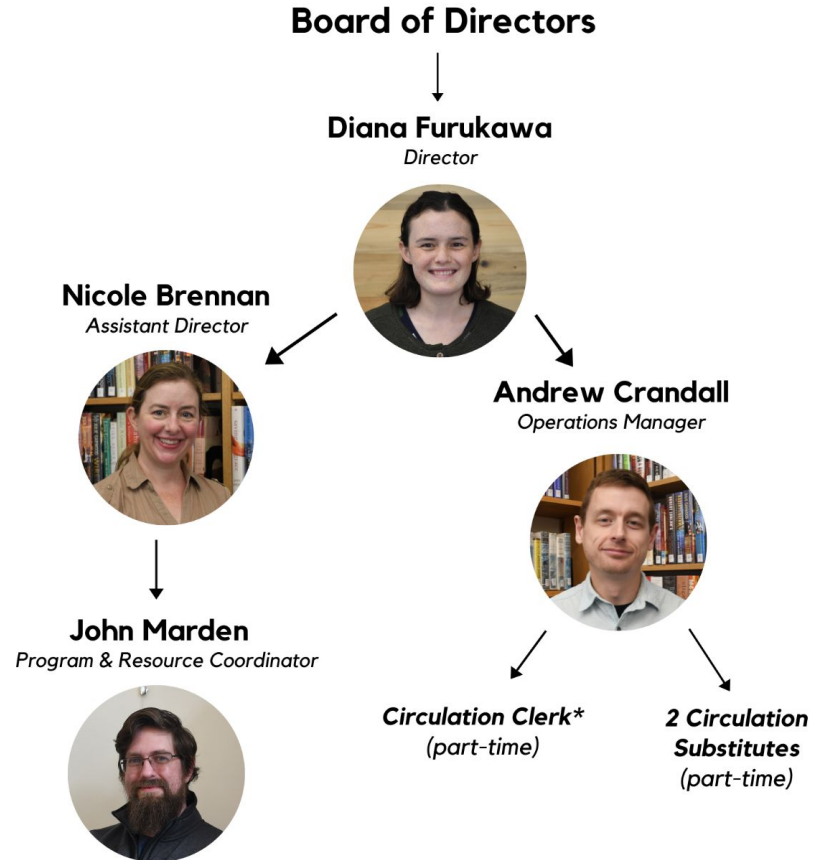
Recommendations from MML Board's Compensation/Benefits Improvement Workgroup

- Workgroup met summer 2025 to review current benefits and make recommendations for improvement with goal of staff retention and competitive hiring
- Reviewed wage/benefit data from: Maine Association of Nonprofits, Maine State Library, etc.
- Recommended improvements for 2026 included:
 - Establish of SIMPLE IRA plan in 2026 + 3% employer match
 - Cover 0.5% Paid Family Medical Leave contribution
 - Maintain health insurance stipend model **for now**, but increase amount based on marketplace
- These recommendations are incorporated into the 2026 Budget Draft

2026 Proposed Budget- Expense Detail: Payroll Expenses

		2026 Budget Draft 3 (10.20.25)	Change from 2025 Budget	Notes
66000 Payroll Expenses				
	Billing Impound, Processing	2,016	209	\$168/month Intuit Payroll
	Employer Payroll Taxes	22,820	1,546	~9% of total payroll expenses
	Salaries, Benefits, & Employee Payroll Taxes			
	SIMPLE IRA contributions	6,508	6,508	3% match from employer starting in 2026
	PFML contribution	1,104	1,104	MML to cover 0.5% starting in 2026
	Health Insurance Stipend	32,256	9,216	Existing stipends (\$480/month) + 40% increase due to increased premiums
	Wages	220,198	7,438	Current salaries + 3% COL adjustment and 1.5% average performance-based adjustments
	Total Salaries, Benefits, & Employee Payroll	260,066	24,266	
	Total 66000 Payroll Expenses	284,902	26,021	

MML Organizational Chart, 10.2025



2026 Proposed Budget- Expense Detail: Collections & Comm. Engagement

		2026 Budget Draft 3 (10.20.25)	Change from 2025 Budget	Notes
Collection and Materials				
	Books	8,450	0	
	Downloadable Books	400	0	Cloudlibrary subscription fee
	DVDs & Audiobooks	1,200	0	
	ILL Replacement Fees	100	-150	
	Integrated Library System	3,821	1,501	\$110.50 interlibrary loan delivery day 1 (w/ state subsidy) + \$2210 ILL Day 2 without county subsidy + \$1500 MaineInfonet consortium fee
	Periodicals	1,367	-292	
Total Collection and Materials		15,337	1,058	
Community Engagement				
	60920 Membership Fees	434	-46	Maine Library Association, Katahdin Chamber, Grant Station
	Computer Software & Supplies	473	0	Mailchimp subscription
	Marketing	285	85	
	Program Supplies	3,300	300	
	Retail Inventory	204	-296	
	Web Hosting	259	62	Domain hosting and SSL protection
Total Community Engagement		4,955	105	

2026 Proposed Budget- Expense Detail: Library Administration

		2026 Budget Draft 3 (10.20.25)	Change from 2025 Budget	Notes
Library Administration				
	62140 Legal Fees	70	0	Annual state report filing fees. MLSC legal fees for unwind to be paid with MLSC funds
	65020 Postage, Mailing Service	4,938	993	Annual report & appeal mailing & printing + \$1000 additional pre-summer outreach mailer + Mailed interlibrary loan items & misc postage
	Total 65120 Insurance	14,379	1,347	~\$10K MLSC property/liability insurance (+5%) + \$1511 MML property/liability insurance (+5%) + \$802 Directors and Officers insurance (+3%) + \$1274 Workers Comp
	Asset Management Fees (Rent)	32,000	0	Final rent payment to MLSC before scheduled unwind
	Bank/Payment Processing Fees	701	-299	Actuals from last 12 months
	Computer Software & Supplies	1,508	728	MML & MLSC Quickbooks subscriptions, Zoom subscription \$300 misc buffer
	Consulting	7,200	-1,475	Development consultant, approximately 6 hrs/month
	Contracted Accounting	8,640	3,096	Bookkeeping/accounting services, approximately 8 hrs/month
	Financial Reviews & Filings	9,254	754	MML & MLSC 990s and independent financial compilations (+5%)
	Fundraising	596	-1,390	Donor management software + \$100 fundraising event expenses
	Office Supplies	1,298	252	
	Professional Development	2,700	-1,800	
	Volunteer/Staff Appreciation	400	-200	
	Total Library Administration	83,683	2,005	
	Taxes Paid	25	25	5% of anticipated retail sales
	Total Expenditures	450,622	35,907	
	Net Operating Revenue	-10,692	-3,606	

Overview of MML Budget Process

- **September:**
 - Initial draft budget reviewed by MML's Finance Committee
- **October:**
 - Updated draft budget reviewed by MML's Board of Directors
 - Updated draft budget shared with Town Council
- **Late November:** Final version to be approved by MML Board of Directors
 - Feedback welcome up until that point
 - MML Board meetings are also open to the public
- **January/February:** Final version shared with Town Council

Questions?

Presented by

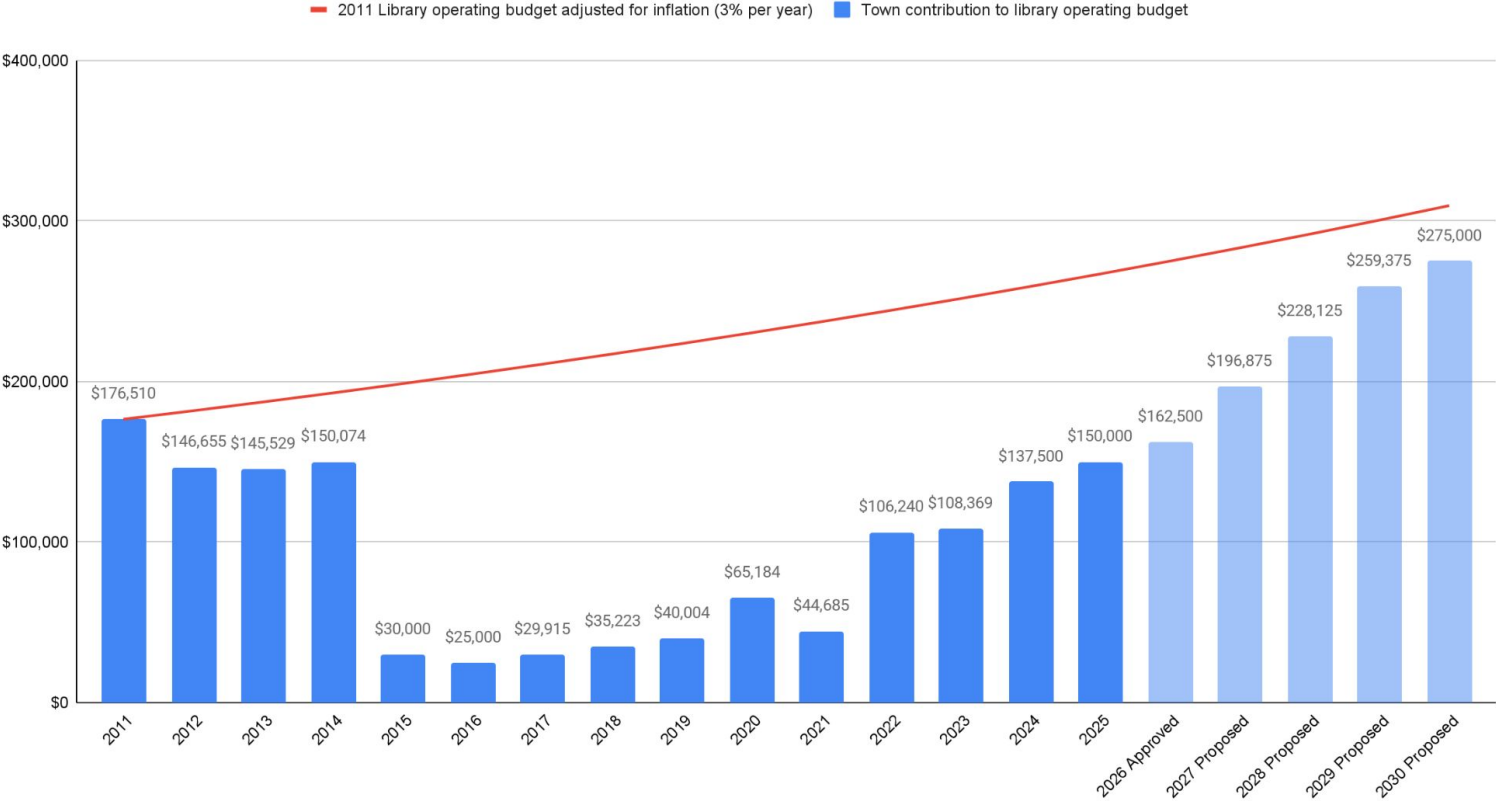
Diana Furukawa, MML Director

director@millinocketlib.org 207-447-4075

Nicole Brennan, MML Assistant Director

programs@millinocketlib.org 207-447-4077

Town Funding of Library Operating Budget, 2011-2030



Facilities Updates- Elevator

- Elevator modernization completed 9/19
- Total project cost: ~\$107,000
- Funding sources included:
 - USDA Rural Development Grant (75%)
 - ALA Grant
 - MML Capital Reserve Fund



Facilities Updates- Roof Replacement

- 2026: Roof replacement
 - To address leaks and heat loss
- Total project cost: ~\$93,000
- Funding sources
 - Stephen & Tabitha King Grant
 - MML Capital Reserve Fund
 - Pending application for Community Action Grant funds in collaboration with Town

