



Henry D. Moore Parish House and Library - P.O. Box 127, Steuben, ME 04680 - (207)546-7301

Library Services Contract

Parties to this Contract: This agreement is made between the Henry D. Moore Parish House and Library, located at 22 Village Road in Steuben, ME, and Regional School Unit 24.

Location of Services Provided: All services referred to in this contract are to be provided at the Henry D. Moore Parish House and Library building in Steuben, located across Village Road from the Ella Lewis School.

Specifications of Contracted Services:

The Henry D. Moore Parish House and Library shall make its library and community center facilities available to the staff and students of the Ella Lewis School for the 2017–2018 school year. This service includes hosting regular class visits to the library with complete book-borrowing, reference material and technology-use privileges, and extensive librarian assistance, as well as accommodating special events (art shows, performances, after-school activities, teacher meetings and staff trainings, etc.) when scheduled in advance. Inter-library loan request costs are covered by this contract, but fees for making copies of, printing, and scanning documents are separate charges to be covered by the individuals using these services.

Indemnification and Insurance: The RSU shall indemnify and hold the Henry D. Moore Library and Parish House harmless for liability for any bodily injury, property damage, or other claims or demands of third parties resulting from the services provided to Ella Lewis School students and staff during school hours and during school-sponsored events. Individual students and staff shall be responsible for covering the cost of lost or damaged borrowed books. The RSU shall obtain and maintain general commercial liability coverage in an amount no less than \$300,000 aggregate single liability for bodily injury, death, and property damage for this purpose.

Cooperation: The Parish House Board and Staff shall cooperate with the staff of the Ella Lewis School to facilitate scheduling of class visits and other uses. The librarian of the Henry D. Moore Library shall assist teachers in making class visits to the library pleasant and effective learning experiences

Contract Price: The aforementioned services shall be provided in exchange for a total payment of \$5,000.

The undersigned agree to all terms and conditions of this contract.

Signed _____ Date _____
Keith Goldfarb, on behalf of the Henry D. Moore Parish House and Library

Signed _____ Date _____
_____, on behalf of RSU 24
(Print Name)



RSU-HD Moore Library contract

5 messages

keith goldfarb <kgoldfarb@hotmail.com>
 To: David Bridgham <dbridgham@rsu24.org>

Fri, Oct 6, 2017 at 10:05 PM

Dear David,

Please find enclosed a contract for library services for the Ella Lewis School for the 2017/2018 school year for which we are requesting reimbursement. Note that in order to help cover our expenses, which increase with inflation each year and which will be increasing more significantly this year as we are hiring a part-time assistant Library director tasked specifically with focusing on children's activities and programs at the library, we are asking for \$5000. This is the first such increase in all the years we have contracted with the RSU, and the additional staff will allow us to provide a higher quality of service to the Ella Lewis Students. The other contract terms are identical to those of the past several years. Please sign both copies, keep one for the RSU's records, and return one to me at the above address (attn: Keith Goldfarb) for our records.

Feel free to contact me at the number or email address below, should you have any questions. Thank you for your assistance in this matter and for all you do to further the education of our communities' children.

Sincerely,
 Keith Goldfarb, Treasurer

 PH contract with RSU-2017-2018.pdf
 943K

David Bridgham <dbridgham@rsu24.org>
 To: keith goldfarb <kgoldfarb@hotmail.com>

Tue, Oct 10, 2017 at 1:45 PM

Got it Keith. Will not lose this time. Wish I had known that such an increase was under consideration last spring so that I could have included in budget. I am really not in a position to sign this with the referenced increase. Would have to take it to the Board, either through the Finance & Budget Committee or as regular Board agenda item. This is a hefty increase, although for understandable reasons. Any chance that we can delay until next year so that it can be reviewed and approved through the regular budget development process? That way nobody will be surprised. Thanks.

David

David L. Bridgham, Business Manager
 Regional School Unit #24
 2165 U.S. Highway 1
 Sullivan, ME 04664
 Tel. (207) 422-2017, Ext. 105
 Fax (207) 422-2029
 dbridgham@rsu24.org



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keith goldfarb <kgoldfarb@hotmail.com>
To: David Bridgham <dbridgham@rsu24.org>

Wed, Oct 11, 2017 at 9:28 AM

Hi David,

Thanks for acknowledging receipt. It is a bit of a challenge with our 2 organizations on different fiscal calendars. Last spring prior to the formulation of the school budget, we were not in a position to finalize our needs. Please take the matter to the Board. Thank you.

Best,

Keith

From: David Bridgham <dbridgham@rsu24.org>
Sent: Tuesday, October 10, 2017 1:45 PM
To: keith goldfarb
Subject: Re: RSU-HD Moore Library contract

[Quoted text hidden]

David Bridgham <dbridgham@rsu24.org>
To: keith goldfarb <kgoldfarb@hotmail.com>

Thu, Nov 2, 2017 at 11:53 AM

Morning Keith,

Just got word that November Board meeting is cancelled due to lack of quorum. Will have to wait til December to take contract to them. Sorry.

David

*David L. Bridgham, Business Manager
Regional School Unit #24
2165 U.S. Highway 1
Sullivan, ME 04664
Tel. (207) 422-2017, Ext. 105
Fax (207) 422-2029
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Regional School Unit 24



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keith goldfarb <kgoldfarb@hotmail.com>
To: David Bridgham <dbridgham@rsu24.org>

Thu, Nov 2, 2017 at 1:54 PM

Such things happen. Thanks for the update David.

Glad to see the effort you and Michael have been making to get information out to the communities and voters about purchasing the district facilities building. Hopefully it will pay off and people will understand that buying the building makes so much more economic sense than to continue renting.

From: David Bridgham <dbridgham@rsu24.org>
Sent: Thursday, November 2, 2017 11:53 AM

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