

MEMO

Date: December 30, 2020

To: Matthew Strugis, Town Manager

From: John Quartararo, Finance Director



Re: Acceptance of donation and establishment of special purpose fund at library

CC: Debra Lane, Town Clerk and Rachel Davis, Director, Thomas Memorial Library

Rachel Davis received the enclosed letter concerning a donation of \$1,000 with annual additions for the establishment of The Maryellen Coles Children's Book Fund at the library "to support the addition of new children's, middle grades, and young adult titles to the library's collection. The Fund would be used for the purchase of any books within those broad categories without restrictions."

Although the donation has not been received, I am requesting that the Council authorize the establishment of The Maryellen Coles Children's Book Fund within Fund 46 – Library Fund, and the acceptance of donation when received.

A copy of the letter received is included with this memo.

I suggest the following Council order:

The Council authorizes the establishment of The Maryellen Coles Children's Book Fund within Fund 46 – Library Fund, and the acceptance of donation when received.

December 12, 2020

Rachel Q. Davis, Director
Thomas Memorial Library
6 Scott Dyer Road
Cape Elizabeth, ME 04107

Dear Ms. Davis,

We are writing to request the establishment of a book fund, The Maryellen Coles Children's Book Fund, at the Thomas Memorial Library. We would like to establish the fund with an initial contribution of \$1,000 and would then plan to add to the fund annually. The purpose of the fund would be to support the addition of new children's, middle grades, and young adult titles to the library's collection. The fund would be used for the purchase of any books within those broad categories without restrictions.

We grew up in Cape Elizabeth and have always loved the Thomas Memorial Library. We are honoring our mother, Maryellen Coles, with the establishment of this fund to celebrate her devotion to instilling in her grandchildren a love of reading and an appreciation of children's literature. Whenever they visit her (and their grandfather Julian Coles) in Cape Elizabeth, her grandchildren are greeted with a selection of books from the Thomas Memorial Library that she has personally chosen for them, keeping in mind their reading levels and interests. They adore her book choices! When they were little, she would read the books to them, and now that they are a bit older, they often read her selections on their own.

We want to thank you for your consideration of our request to establish this fund, and we share our thanks and appreciation.

With thanks and Happy Holiday wishes,

Megan Coles Zug and Courtney Coles Evans