

MAINE STATE LIBRARY

MLC Rulemaking Communications Plan

Maine Library Commission · Public Engagement Strategy · 2025–2026



PHASE 1

Outside the Rulemaking Comment Period

Since December 2025 — ongoing until comment period opens



Monthly Email — MELIBS & MEINFO

Sent by MLC Chair Bryce Cundick



Monthly Update — Statewide Library Zoom

Presented by Heidi Grimm · 2nd Tuesday of each month · Recorded & viewable after the meeting



PHASE 2

During the Rulemaking Comment Period

Late June 2026 through Early August 2026



Publication in the Kennebec Journal

Rule published on a Thursday



MSL Homepage & MLC Page Updated

Rule process info, public comment instructions, and link to public comment portal



Press Release to Maine Media Outlets

Covers public comment period, public hearing, and the draft approved rule



Email to MELIBS & MEINFO — Draft Rule Info

Details on the draft rule and how to participate in the public comment period



Public Hearing Reminder Emails — MELIBS & MEINFO

Sent 1 week before the hearing date, and again 2 days before



Weekly Reminders — MELIBS & MEINFO

Ongoing throughout the public comment period



End-of-Comment-Period Notification

Via MELIBS & MEINFO + prominently on MSL homepage & MLC web page · 3 days before close



PHASE 3

After the Comment Period Closes

Early August 2026 — ongoing



Email from Bryce — MELIBS & MEINFO

Announces closure of the comment period and outlines next steps for MLC



MSL Homepage & MLC Page Updated

Reflects closure of public comment period and next steps



Monthly Email Updates Resume — Bryce

Regular MELIBS & MEINFO communications restart



Monthly Statewide Zoom Updates Resume — Heidi

2nd Tuesday of each month · Recorded & viewable after the meeting