

MARK & EMILY TURNER MEMORIAL LIBRARY  
BOARD OF TRUSTEES MINUTES  
HELD IN THE LIBRARY MULTI-PURPOSE ROOM  
THURSDAY, FEBRUARY 26, 2009

**Present:** Chairman Kevin Sipe, Treasurer Elaine Sipe, Secretary Dr. Paul Hamlin, Gail Roy, Greg Curtis, Deborah Dunn, Young Adult Librarian Dianna Leighton, Library Director Sonja Plummer-Morgan, Reference Librarian Lisa Shaw

**Absent:** Pat Webb, Germaine Scott

Chairman Kevin Sipe called the meeting to order at 3:35 pm.

Agenda was reviewed and accepted.

### **January Minutes**

Minutes for the January 2009 meeting were reviewed for consideration.

**MOTION: Dr. Paul Hamlin made a motion to accept the January 2009 minutes. Gail Roy seconded. Motion passed unanimously.**

### **Treasurer's Report**

Treasurer Elaine Sipe presented the Treasurer's Report. There was no significant checking account activity to discuss.

**MOTION: Dr. Paul Hamlin made a motion to accept the Treasurer's Report. Greg Curtis seconded. Motion passed unanimously.**

### **Librarian's Report**

Library Director Sonja Plummer-Morgan presented the Librarian's Report, inclusive of the following activities:

#### I. Recent Events

- Dianna Leighton was introduced to the Board as the new Young Adult Librarian.
- The University of Maine at Presque Isle Job & Career Fair on February 25 booth included librarians from The Aroostook Medical Center (TAMC), Northern Maine Community College (NMCC), and Mark & Emily Turner Memorial Library
- Corduroy the Bear, a life-sized book character, visited area day cares, schools, and NMCC library as well as Toddler Time.
- The Carol Stewart Memorial Fund continues to grow. This fund supports the new Foundation Grant Center in the Reference section.
- The front door handle is broken. It needs replacement and must meet ADA code. The estimated cost is quoted at \$6000 for one door. The library is currently using chains to secure the door at night.
- Some incidents of fighting at the library and verbal confrontations seem to have abated after Kevin Sipe spent some time talking with the teens.
- Library Director Sonja Plummer-Morgan led a workshop titled *Social Networking 101: Using*

*Online Tools in the Workplace* at NMCC for area librarians, City employees, and NMCC personnel on February 18th. The library staff can obtain copies of the presentation on Twitter, Facebook, Maineville.com and other software for anyone interested.

- Total circulation for January 2009 was 9540.
- Passport and Notary services continue to be popular. Plans are to train two more staff for passport assistance. Fourteen passports applications were processed in January and part of February.

## II. Upcoming Events

- February 27: Library Director and Reference Librarian attending Maine Library Association meeting at the Bangor Public Library and touring the Bangor Daily News facility.
- March 8: Teen Tech Week begins; activities to be announced.
- March 12: NMCC Job Fair from 9 am to 1 pm - area librarians are sharing a booth.
- March 16: Special Meeting with the City Council at 6 pm to discuss ADA issues at the library.
- March 21: Beginning Genealogy Workshop with Ann Cushman.
- March 28: Miss Presque Isle Tea/Interview in the Library Art Gallery. Participants will be making bracelets; Shawn Cunningham will assist.
- March 30: Resume Workshop in Multi-Purpose Room

## III. Looking Ahead

- Memorial Day Parade float with Curious George in May
- Summer Reading Program
- Book Sale late July 2009
- Plans underway for Maine Potato Blossom Parade float

## IV. Grants/Memorials

- Assembling a grant-writing team that consists of four staff persons all writing grant proposals for collections, equipment, ADA issues, programs
- Foundation Directory materials have arrived. This was made possible by the Carol Stewart Memorial Fund. Total memorials in January: \$2744.00.

**MOTION: Deborah Dunn made a motion to accept the Librarian's Report. Dr. Paul Hamlin seconded the motion. Motion passed unanimously.**

## Open Business

### 1. Special Meeting

*The Library Board of Trustees and the Presque Isle City Council will meet on March 16th at 6:00 in Council Chambers to discuss the proposed elevator for the library. Two options were discussed: A stand-alone elevator with required mechanical room, and an addition to the library with enclosed elevator.*

**MOTION: Dr. Paul Hamlin made a motion to recommend against building the stand-alone elevator. Elaine Sipe seconded the motion. Five trustees voted in favor of the motion; Deborah Dunn voted against.**

**MOTION: Dr. Paul Hamlin made a motion to recommend building the elevator with an addition. Greg Curtis seconded the motion. The motion passed unanimously.**

\$44,000 already exists in capital fund for the elevator. Approximately \$2300 exists in the library expansion fund.

*Action taken: The Board of Trustees will meet again on Wednesday, March 11th, at 3:30 pm in the Mezzanine Meeting Room to finalize their proposal to the City Council on March 16th. Library Director Sonja Plummer-Morgan will invite architect Mark Carter to attend.*

**MOTION: Kevin Sipe made a motion for consultant fee to be negotiated as needed by Libray Director for Mark Carter to attend the March 11th and March 16th meetings. Deborah Dunn seconded the motion. Motion passed unanimously.**

### 2. Trustee Vacancy

A letter of resignation from the Board of Trustees was accepted from Germaine Scott.

*Action taken: The Board would like to invite another teen to serve on the Board. Interested teens must apply with Nancy Nichols at the City Office.*

## New Business

The Library Director requested funding for the beaded bracelet activity scheduled for the Miss Presque Isle pageant participants attending the tea and interview at the library. The cost is estimated at \$100: 10 girls @ \$10.00 per bracelet.

**Motion: Dr. Paul Hamlin made a motion to grant \$150.00 for the purchase of bracelet materials and other supplies as needed for the Miss Presque Isle Tea & Interview. Gail Roy seconded the motion. The motion passed unanimously.**

## Next Agenda

Items on the next agenda should include the following:

- Further discussion on audio book project
- Service recognition for Judith Burleigh

*Action taken: The Library Director will ask former Trustee Nancy Roe what sorts of books Judith Burleigh might like. April is also the Library's turn for the "In the City" article in the Star Herald. Sonja will work with the Board to write up an article about Judith Burleigh and Nancy Roe.*

**MOTION: Kevin Sipe made a motion to authorize the Library Director to spend up to \$100.00 on books or other items to commemorate Judith Burleigh's service on the Library Board of Trustees. Dr. Paul Hamlin seconded the motion. The motion passed unanimously.**

## Adjournment

**MOTION: Deborah Dunn made a motion to adjourn the meeting. Elaine Sipe seconded the motion. Motion passed unanimously. Meeting adjourned at 4:55 pm.**

## Next Meeting

The Board of Trustees will next meet on Wednesday, March 11, 2009, from 3:30 - 5:00 pm in the library's mezzanine meeting room to plan for the Special Meeting on the 16th.

The Board of Trustees will next hold their next regular monthly meeting on Thursday, March 19, 2009, from 3:30 - 5:00 pm in the library's multi-purpose room.