

Mark & Emily Turner Memorial Library  
Board of Trustee Minutes  
March 15, 2007

The Mark and Emily Turner Memorial Library Board of Trustees met on Wednesday, March 15, 2007 at 3:30 p.m. in the Library Multipurpose Room.

Trustees present: Chair Kevin Sipe, Treasurer Elaine Sipe, Judith Burleigh, Greg Curtis, Paul Hamlin, Nancy Roe, and Joseph Zubrick.

Kevin called the meeting to order at 3:35 p.m.

The Trustees welcomed Greg Curtis to the Board.

No public comment was offered nor were any members of the public present.

It was moved and unanimously approved to accept the Minutes from the January 18, 2007 Trustee meeting as written and presented (February meeting cancelled due to inclement weather).

For the Treasurer's Report, Elaine reported paying \$1,000.00 to RH Smith for the yearly Auditor's Report and requested that \$841.00 be transferred from the non-fiction account to checking. It was moved and unanimously approved to accept the Treasurer's Report as written and presented.

For the Librarian's Report, the following topics were shared: NMCC and UMPI Job Fair booths, new Sunday hours (10 to 2), Movie Matinees at the Library, the Rotary funding for plastic book bags, literacy ads on WAGM and the buy-a-book project (75 books and \$20.00 donated in all), Webjunction monthly trainings, the Aroostook Cluster Librarian meetings, READ Poster Project, Update on new Website, Passport Day plans for outreach, Native American collection (adding resources in Micmac on the new Website and increasing our Native American collection to reach this population), possible redesign of space in Mezzanine to accommodate teens, Rudman Grant for folk concert and the Edna B. Cook microfilm machine (broken beyond repair).

Nancy Roe inquired about staffing for Sunday. The librarian responded that two staff members volunteered to work the Sunday hours. Nancy requested that the new Website include a link to the UMPI Native American collection resources. Discussion followed regarding the microfilm machine now broken, but donated in memory of Edna B. Cook. It was agreed upon that the plaque now on the machine be removed and engraved to reflect the years of service to the library. It was moved and unanimously approved to accept the Librarian's Report as written and presented.

For Old Business, Paul updated the Trustees about the non-resident fee committee meeting he attended with the Librarian. Discussion followed regarding the meeting, other models for non-resident fees and how revenue is generated (Portland Public

Library, for instance). The Librarian reminded that the charge of the Committee is to develop a plan for how it could be done. Kevin asked for a consensus on the matter. It was agreed that Greg would attend the next Non-resident Committee meeting and report back to the Board. Discussion followed regarding the Charitable Trust (specifically, the \$100,000 donated in hopes that non-resident fees would not be charged), what value can be attached to incidental use, and what the average household contribution to the library is in the yearly allocation. Sonja reminded the Trustees that funding precludes many services from being fee-based and that increasing the user base of the library is a high priority and a performance indicator and predictor of library sustainability.

As part of Old Business, Greg asked that the Librarian if becoming an Area Reference and Resource Center for Interlibrary Loan requests is a possibility, discussion to taking place at a later date.

Also discussed was the Turner Trust and the Trustees submitting a letter and attending a Turner Trustee Meeting in April. Kevin will create a letter of intent to submit to Marcus Baressi. Discussion followed regarding funding for building expansion, steps taken to date, and what action needed. It was agreed upon that a presentation to the Council will be made to the Council.

For New Business, it was moved and unanimously approved to accept the changes recommended by Hugo Olore, Tom Stevens and sanctioned by the City Council for who may use the library or restricting access to certain times depending upon the circumstances (called Access Policy). Discussion included wireless panic buttons for staff, and staffing patterns/practices that increase safety. Seacoast Security will install 4 wireless pendant panic buttons for \$691.00.

It was moved and unanimously approved to fund the price of the pendants.

Other topics discussed: replacing old shades to increase lighting over the circulation desk and in the Howard and Espa Michaud Reading Room. The Librarian requests that the Trustees fund this project in the amount of \$1,410.00. It was moved and unanimously approved to fund the project.

Nancy mentioned the Library Centennial in March 2008. This item will be placed on the Agenda for the April 12, 2007 Trustees' meeting.

For Book Talk, Paul shared the book, Life & Traditions of the Red Man and also shared positive comments he heard about the new library staff. The Trustees discussed an appreciation tea for staff. Nancy, Judy and Elaine will make plans and provisions for this.

It was moved and approved to adjourn at 5:00 p.m.

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Attest: Nancy Roe, Secretary