

Mark & Emily Turner Memorial Library  
Board of Trustees Minutes  
Held in the Library Multi-Purpose Room  
Thursday, April 17, 2008 at 3:30 p.m.

Present: Chairman Kevin Sipe, Treasurer Elaine Sipe, Secretary Paul Hamlin, Judith Burleigh, Greg Curtis, Deborah Dunn, Ex-Officio Member, City Financial Officer Pat Webb, Library Director, Sonja Plummer-Morgan, Assistant Librarian, Susan McPherson.

Chairman Kevin Sipe called the meeting to order at 3:30 p.m.

**MOTION**

**Chairman Sipe asked for a motion to approve the minutes as presented and written from the Trustees' meeting held Tuesday, March 25, 2008.**

**Member Deborah Dunn presented the motion to accept the Secretary's report with the correction of the amount for the 100<sup>th</sup> anniversary bags to read \$600.00.**

**Treasurer Elaine Sipe seconded the motion. Members voted unanimous including changes as presented.**

Chairman Sipe asked for the Treasurer's Report.

Treasurer Elaine Sipe distributed copies to members present.

Chairman Sipe asked for a motion to authorize \$14.00 to pay for the anniversary bags.

**MOTION**

**Member Deborah Dunn presented the motion to authorize \$14.00 to pay for the 100<sup>th</sup> anniversary bags. Treasurer Elaine Sipe seconded the motion.**

Treasurer Elaine Sipe explained the issue concerning the Internal Revenue Service to members present.

**MOTION**

**Member Judith Burleigh presented the motion to accept the Treasurer's Report. Paul Hamlin seconded the motion. Members voted unanimous to accept the Treasurer's Report as presented.**

Chairman Kevin Sipe asked for the Librarian's Report.

Librarian Sonja Plummer Morgan addressed the American Disabilities Act compliance issues in an update about meeting the requirements as presented and approved in a previous motion by the Board of Trustees. She cited some of the items being targeted as follows: chairlift, doorknobs, fire alarms, bathrooms.

She then presented statistics, upcoming events, and featured Senior Club being formed and meeting May 21, 2008. She is looking for someone to facilitate this new undertaking. Suggestions by members were given of various community action groups that might partner in this new group being formed.

Librarian Sonja Plummer continued with informing Board of Trustees about on going projects. A staff collaborative calendar has been initiated and linked to the website. She is currently drafting a proposal to apply for the Library to become a grant resource center for area non-profits. She is also a candidate for Vice President/ President Elect for Maine Library Association. The election is to take place in June.

**MOTION**

**Treasurer Elaine Sipe made the motion to accept the Librarian's Report as presented and written. Member Deborah Dunn seconded the motion. Members voted unanimous to accept the Librarian's Report as presented and written.**

**OLD BUSINESS:**

Chairman Kevin Sipe approached Chairman of City Council, Walt Elish to seek approval for the open position on the Library Board of Trustees to be filled by a Senior High School student or University Student. The approval was granted. There is one student interested so far.

Centennial Plans are moving forward. The anniversary bags are finished. The price estimated to be \$614.00. and a set price suggested of \$10.00 for purchase. Librarian Sonja Plummer requested that it should be a donation to the Building Fund with a statement publicly displayed with the bags to those making the donation. It was agreed. Treasurer Elaine Sipe bought laser paper for doing invitations and it was agreed that the Library would do the printing and mailing. Members discussed the funding of the centennial project and it was determined that Elaine be reimbursed for the funds spent. Elaine would give Sonja the Centennial plan.

**MOTION;**

**Chairman Kevin Sipe presented the motion to authorize the sum of \$50.00 to be used for printing invitations and to reimburse Treasurer Elaine Sipe \$35.00 for monies spent to this point. Secretary Paul Hamlin seconded it. The members voted unanimous to approve this motion.**

Discussion then moved to the address the issue of having two members named Sipe listed on the checkbook. Kevin re-iterated that he can appoint someone to sign the checks during his absence and it is agreed that Paul Hamlin would be the person designated.

Deborah Dunne updated the members on the upcoming event of the Romance authors coming to the Library Saturday May 31, 2008 from 1-4 p.m. in the Multipurpose Room. Sonja is handling the promotional material. Discussion of what the authors would be willing to do. Deborah said the intent was to have them available for public to view their books, interact, and get the books signed. Members discussed the expenses and Deborah said it would be two rooms in a hotel and they would arrive together in 1 car so mileage would be included in fee and that Deborah would provide evening meal. Kevin requested a motion to fund the author event in the amount of \$500.00. Members suggested that the hotel bill to be sent to the Board of Trustees.

**MOTION:**

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**Deborah Dunn made a motion for the Board of Trustees to fund the presentation and the accompanying expenses of the Romance Authors on Saturday, May 31<sup>st</sup> in the amount of \$500.00. Judith Burleigh seconded the motion. Members voted unanimously.**

Members discussed providing an open house event with the authors doing a panel discussion from 2-3 p.m. for attendees. Sonja suggested topics for discussion the history of romance genre and romance selling statistics and then a question and answer time frame. Librarian Sonja Plummer Morgan and Treasurer Elaine Sipe agreed to plan the refreshments for the open house.

**MOTION:**

**Chairman Kevin Sipe presented a motion to fund the Open House for the Romance Authors visit in the amount of \$200.00. Secretary Paul Hamlin seconded the motion. Members voted unanimously.**

Chairman Kevin Sipe updated the Board on the report of Solicitor Hugo Olore with a discussion of the funds managed by the Board of Trustees and the intent of its use. Members followed up with questions concerning condition of the Trust and legalities of use. Kevin suggested having Solicitor Olore address the board.

Discussion was initiated by Secretary Paul Hamlin to reopen the motion to accept the revised minutes of February 13, 2008. He requested the motion to be more detailed to reflect the amending of those minutes.

**Motion:**

**Chairman Kevin Sipe made the motion to amend the revision of the minutes of February 13, 2008 in relation to previous discussion. Paul Hamlin seconded the motion. Members voted unanimously.**

It was decided to hold the next Board Meeting Wednesday, May 14, 2008

**MOTION: Chairman Kevin Sipe made the motion to adjourn the meeting. Treasurer Elaine Sipe seconded the motion. The Board approved the motion with a unanimous vote. The meeting adjourned at 4:45.**

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**Attest: Secretary Paul Hamlin**