

MARK & EMILY TURNER MEMORIAL LIBRARY  
BOARD OF TRUSTEES MINUTES  
HELD IN THE LIBRARY MULTI-PURPOSE ROOM  
THURSDAY, JUNE 11, 2009

**Present:** Chairman Kevin Sipe, Treasurer Elaine Sipe, Secretary Dr. Paul Hamlin, Greg Curtis, Assistant Library Director Susan McPherson, Reference Librarian Lisa Shaw (Transcriber)

Absent: Gail Roy, Deborah Dunn, Haley Johnston, Library Director Sonja Plummer-Morgan

Chairman Kevin Sipe called the meeting to order at 3:37 pm.

**Citizen Comments**

No citizens at large were present.

**Treasurer's Report**

Treasurer Elaine Sipe reported some earnings for the library, including \$90 from the sale of library book bags. The EBSCO bill in the amount of \$3200 is due.

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

**Librarian's Report**

A copy of the Librarian's Report was distributed to each member of the Board.

**Assistant Library Director presented the following updates on behalf of Library Director Sonja Plummer-Morgan:**

- The Library has opted not to have a float in the 2009 Maine Potato Blossom Festival Parade.
- Young Adult author Becky Weinheimer will be visiting and speaking at the Library July 7, 2009.
- Summer Reading Program begins June 24, 2009. This year the Library is partnering with TD Banknorth, Pizza Hut and the Portland Sea Dogs.
- A \$5000 planning grant with an additional implementation of not over \$60,000 had been awarded to the Library from the Barbara Bush Foundation for work with the Maine Family Literacy Initiative. Barbara Bush will present the award to Sue McPherson personally in Biddeford, Maine, on June 22, 2009. Assistant Children's Librarian Rick Asam, who co-wrote the grant application with Sue McPherson, will be in attendance for the presentation, as well as Library Director Sonja Plummer-Morgan. The City Manager, City Council members, and Library Board of Trustees members were also invited to attend. The Library cannot publicize this presentation until the Barbara Bush Foundation has first publicized it.

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

## Old Business

In light of City Manager Tom Stevens' proposed timeline for expansion to the Library, Kevin Sipe put forth to the Board a proposal to form a Building Committee to assist with fundraising efforts in the Library's expansion project. The Building Committee would consist of the following:

1. People who can help fund-raise
2. People who can help with grant writing

**MOTION: Paul Hamlin made a motion that the Board reconstitute a Building Committee with the aim of proceeding with the expansion of the Library and to investigate and apply for fundraising opportunities. Greg Curtis seconded the motion. Motion passed unanimously.**

## New Business

### *Lawn Care*

The lawn at 39 Second Street is currently maintained by Umphrey's, and the contract for the lawn at 45 Second Street had previously been awarded to Caron's Lawn Care, but no contract had been signed with them as yet for 2009 mowing. Therefore, Caron's had not yet begun to mow. Elaine Sipe presented a proposal for services for 45 Second Street from Caron's but it did not include dollar amounts.

**MOTION: Kevin Sipe made a motion to request bids from Umphrey's, Caron's Lawn Care, and Daigle Lawn Care for the cost of mowing 45 Second Street. Paul Hamlin seconded the motion. Motion passed unanimously.**

**MOTION: Kevin Sipe made a motion authorizing the Librarian to enter into a contract with the lowest bidder for 45 Second Street. Paul Hamlin seconded the motion. Motion passed unanimously.**

**MOTION: Kevin Sipe made a motion authorizing the Librarian to spend up to \$100 to have 45 Second Street mowed and maintained until a contract can be signed with a lawn care service. Greg Curtis seconded the motion. Motion passed unanimously.**

### *EBSCO*

**MOTION: Kevin Sipe made a motion to spend \$3200 out of Espa Michaud account to pay for the EBSCO bill. Elaine Sipe seconded the motion. Motion passed unanimously.**

### *ALTAFF*

Elaine Sipe presented an invitation she had received in the mail for ALTAFF (Association of Library Trustees, Advocates, Friends and Foundations) for the Board's consideration.

*Action Taken: Sue McPherson will pass along the letter to Library Director Sonja Plummer-Morgan for her consideration.*

### *Financial Statements*

Packets from Runyon, Kersteen and Ouellette, Certified Public Accountants and Business Consultants, regarding the Library Charitable Trust were made available.

*Action Taken: Sue McPherson will make sure City Finance Director Pat Webb gets a copy of the packet, and the packets will be added to the agenda for discussion at the next Trustee meeting.*

### **Next Meeting**

The next meeting of the Mark & Emily Turner Memorial Library Board of Trustees has been set for July 8, 2009, from 3:30-5:00 pm in the Library's Multi-Purpose Room.

### **Book Talk**

Greg Curtis discussed a book he has been reading regarding the United States South Seas Exploring Expedition. (Nathaniel Philbrick, *Sea of Glory*, 2005)

### **March 19, 2009, Minutes**

The Library Board of Trustees did not meet in April 2009, held a combined meeting with the Presque Isle Parks & Recreation Department on May 21, 2009, and no quorum for its regular meeting on May 28, 2009.

**MOTION: Kevin Sipe made a motion to approve the minutes from the March 19, 2009, Library Board of Trustees meeting. Paul Hamlin seconded the motion. Motion passed unanimously.**

### **Adjournment**

**MOTION: Greg Curtis made a motion to adjourn the June 2009 meeting. Elaine Sipe seconded the motion. Motion passed unanimously.**

Meeting adjourned at 4:25 pm.

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Attest: Paul Hamlin, Secretary