

MARK & EMILY TURNER MEMORIAL LIBRARY
BOARD OF TRUSTEES MINUTES
HELD IN THE LIBRARY MULTI-PURPOSE ROOM
WEDNESDAY, JULY 24, 2008

Present: Chairman Kevin Sipe, Treasurer Elaine Sipe, Secretary Paul Hamlin, Judith Burleigh, Deborah Dunn, Library Director Sonja Plummer-Morgan, Assistant Librarian, Susan McPherson. Absent: Germaine Scott, Pat Webb, and Greg Curtis.

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

MOTION: Chairman Kevin Sipe requested a motion to accept the minutes of May and June, 2008. Motion made by Secretary Paul Hamlin and seconded by Treasurer Elaine Sipe passed unanimously without discussion.

Chairman Kevin Sipe introduced landscaping consultants, Cindy Cote and Tammy Sue Blackstone. Chairman Sipe. The Chairman stated that the consultants evaluated the area submitted a plan with pictures. Discussion followed.

Issues discussed included: access to the area is restricted and does not meet ADA requirements, impact on adjacent property owners, access to area makes landscaping more complex and overall cost of the project versus return on investment. The estimated costs for of the project approximately, \$2,500 and, after discussion, it was suggested that a plan for Fall planting may be most feasible option. Discussion will resume at the August Trustee meeting.

Action: It was unanimously agreed that Kevin Sipe and Elaine Sipe will get an estimate on materials (soil, trees, etc.) for landscaping.

Also at issue with regard to landscaping, Caron's Lawn Maintenance did not finish clearing trees from last fall. Chairman Sipe directed Treasurer Sipe to hold payments to Caron's until the work is completed and he has opportunity to discuss the matter with Caron's manager.

Treasurer Elaine Sipe informed the Board of a matured certificate of deposit at Katahdin bank in the amount of \$20,000.00. Discussion followed.

MOTION: Member Paul Hamlin moved to authorize Treasurer Elaine Sipe, to Roll the matured certificate of deposit in the amount of \$20,000 at Katahdin Trust Company over for a two-year period at the current rate of interest. The motion was seconded by Deborah Dunn. Motion passed unanimously without discussion.

Treasurer Elaine Sipe informed the Board of a question posed by the auditors whether the Trust is receiving the legal mandate of donated time or services from the City or Government in the amount of 33 and a third percent. Discussion followed. Library Director Sonja Plummer Morgan suggested sending the accountant determination to Solicitor Hugo Olore

for his opinion on the issue it was unanimously agree that Chairman Kevin Sipe would seek legal advice from the Solicitor.

MOTION: It was moved by Deborah Dunn and seconded by Judith Burleigh to accept the Treasurer's Report as written and presented. Motion passed unanimously without discussion.

For Agenda item, *Librarian's Report*, each Trustee received a printed copy. Content included: increased circulation trends continue (total circulation 10,591), Summer Reading Program update (full report at August meeting at the conclusion of the program), events scheduled such as the Potato Blossom Parade & Northern Maine Fair Historical Pavilion Library Booth, new computers (8 in all) installed, virtual library activity in Second Life, plumbing issues resolved and chair life passed inspection this year with some repairs.

MOTION: Member Judith Burleigh moved to accept the Librarian's Report as written and presented, it was seconded by Member Deborah Dunn. Motion passed unanimously without discussion.

Agenda Item Old Business:

The lawn care and maintenance issue was discussed. Humphrey's Lawn care and maintenance is caring for the library lawn and Caron's the 45 Second Street property. Discussion followed about combining services (have one provider do both properties). It was agreed to keep lawn maintenance at the status quo for now. Also discussed, paving for 45 Second Street parking and that Library Director Sonja Plummer Morgan requested a quote from the City Public Works Director and will report that as soon as it is available. Discussion then turned to the presentation of books chosen in recognition of retired board member, Nancy Roe. It was suggested by Library Director Sonja Plummer Morgan to have the Star Herald come to the next meeting and record the presentation to Mrs. Roe.

It was agreed to hold the next meeting on Thursday, August 21, 2008.

Agenda Items:

Report from Treasurer Elaine Sipe about inquiry from Randy Martin King's Gardener on the evergreen trees for the landscaping behind the library.

Chairman Kevin Sipe will report on Caron's Lawn Maintenance.

Library Director will Report estimated paving costs.

Book presentation to Nancy Roe.

Allow time for city management audit.

Report expected on Book Sale funds and where those are allocated at the next meeting.

MOTION: Secretary Paul Hamlin moved to adjourn the meeting. It was seconded by Treasurer Elaine Sipe and passed unanimously. Meeting adjourned at 5:00 p.m.

Attest: Secretary Paul Hamlin