

Library Board of Trustees Minutes  
August 16, 2007

On Thursday, August 16, 2007 at 3:30 pm, the Library Board of Trustees for the Mark & Emily Turner Memorial Library met in the Multipurpose Room/Gallery for their regularly scheduled meeting. Present: Chair Kevin Sipe, Treasurer Elaine Sipe, Secretary Nancy Roe, Greg Curtis, Ex-officio member Pat Webb and Finance Director, Librarian Sonja Plummer-Morgan, Assistant Librarian Susan McPherson, and Joseph Zubrick. Not present: Judith Burleigh and Paul Hamlin.

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

The Trustees welcomed Pat Webb, to the Board. Some discussion about the best time for a Board orientation with the former finance director, Spike Savage, Kevin, and the Librarian took place. No action taken, though it was determined that an orientation that includes history of the library charitable trust should happen in the near future.

Elaine Sipe requested the contact information for the auditors. Pat Webb has all that information and will forward to Elaine.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS:

It was moved and seconded that THE MINUTES OF THE JULY 26, 2007 REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES BE APPROVED AS PRESENTED.

Discussion: One correction was made on page 1. The first sentence of the 4<sup>th</sup> paragraph under "Treasurer's Report" should read: Elaine mentioned the \$1011.00 earned from the Book & Bake Sale was placed into the Building Fund Account.

Unanimous vote to approve the minutes as amended. Motion carried.

TREASURER'S REPORT:

Elaine reported that the Trust investments show a loss from the last report. Discussion followed.

THE TREASURER'S REPORT DATED AUGUST 16, 2007, SHOWING A COMBINED BALANCE OF \$1,076,607.71 IN THE CHARITABLE TRUST AND A TOTAL OF ALL OTHER ACCOUNTS OF \$13,760.17 BE APPROVED AS PRESENTED.

Role call vote – unanimous.

LIBRARIAN'S REPORT:

- Sonja distributed copies of a power point presentation and Librarian's Report. The Power Point Presentation was to the Presque Isle Rotary Club. Rotarians up to date on library programs, events, goals, and the library's role in economic and community development along with a an historical review of 100 years ago what issues faced the library compared with today. Discussion followed.
- The library is library spotlight of the month for August, some questions and discussion followed about 100<sup>th</sup> anniversary events, features, and programs.
- Discussion followed about the earliest handwritten notes of the Trustee Minutes from the Presque Isle Free Library and their preservation. Trustees request more information on cost and will consider this preservation project given the importance of the record.
- Trees located on 45 Second Street property damaged during recent storm. Trees fell on or close to adjacent properties. Public works removed felled trees but a discussion followed about a small parcel of land the Trustees own. Kevin and Elaine Sipe walked the property to look at damage and report to group about landscaping needs, the parameters of the property and Trustees requested copies of the deed.
- Trustees were advised of upcoming events such as the Parade Float for the Westfield Jubilee, Teen Group Activity, and part-time position in Children's Section left vacant by recent resignation of Jennifer Pictou.
- Librarian reported that Spectrum, the library's automation software, is no longer supported by the parent company. The impact of this is that the library will need to replace automation software and upgrade all computers. \$10,000 request worked into 2008 budget to accomplish this.
- Historical Society would like to do a series of presentations at the library in March. Discussion followed.

VOTED TO APPROVE THE LIBRARIAN'S REPORT AS WRITTEN AND PRESENTED. MOTION CARRIED UNANIMOUSLY.

CENTENNIAL CELEBRATION:

- Chair urged that this be a Trustee Project.
- Ideas include a logo for the Project
- Invite author Tess Gerritsen
- Chair would like to schedule special meetings to develop plans
- Some discussion of a library building preceding the Carnegie Building took place.

OTHER:

Librarian asked Trustees to clarify whether they wished for the RSmith audiors attend a Trustees meeting or whether it was the intent of the Board to meet with their Investment representatives from Merrill Merchants? The Trustees wish to meet with both, therefore, Merrill representatives will attend the September 20<sup>th</sup> meeting and the auditors at another time to be determined.

FRIENDS OF THE LIBRARY:

Librarian reported that necessary to the development of a Friends Group is to have a core group of interested citizens and a Trustee dedicated to serving as a liaison between the Friends Group and the Trustees to make sure that the mission and goals of both groups are understood and compliment one another. Discussion followed with Nancy Roe requesting that we invite a member of the Friends of Maine Libraries to visit. Kevin suggested that a Friends group would be extremely instrumental in spearheading projects related to the Expansion Project.

TEEN ADVISORY GROUP (TAG):

Librarian requested that the Trustees fund signage and furniture for the newly created Teen Section that totals \$824,00. Discussion followed with the following action taken:

IT WAS MOVED AND SECONDED TO AUTHORIZE THE LIBRARIAN TO PURCHASE FURNITURE AND SIGNAGE FOR THE NEWLY CREATED TEEN SECTION IN THE AMOUNT OF \$824.00. MOTION CARRIED UNANIMOUSLY.

Next Regular meeting for the Trustees is scheduled for September 20<sup>th</sup> at 3:30 p.m.

BOOKTALK:

Nancy Roe shared content of *Madame Secretary*, a book about Madeline Albright. Greg Curtis shared an historical book about John Adams, and Kevin Sipe reading *On Royalty*.

AGENDA ITEMS FOR NEXT MEETING:

- Merrill Merchant Representative Presentation
- Discussion of Dick Graves and his participation in the Centennial events with series of articles, photos, etc.
- Librarian will also bring older photos to share.
- Panels to present historical timeline (Joe Zubrick to look at panels of Cohen Exhibit currently on display after meeting).

ADJOURNMENT:

There being no further business, the meeting was declared adjourned at 4:32 p.m.

- Handwritten notes taken by Assistant Librarian, Susan McPherson.

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Attest: Nancy Roe, Secretary