

Mark & Emily Library Board of Trustees  
Regular Meeting Minutes  
September 21, 2006  
3:30 p.m.

The Library Board of Trustees held their regularly scheduled meeting in the library Multipurpose Room.

Present: Kevin Sipe, Chair; Elaine Sipe, Treasurer; Nancy Roe, Secretary; Judith Burleigh, Earl Roy and Ex-officio Spike Savage. Not present: Paul Hamlin and Joseph Zubrick.

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

For the Secretary's Report, it was moved and unanimously approved to accept the Minutes with a date correction.

Treasurer distributed the Treasurer's Report to all members. Brief discussion followed regarding the Quick Books software purchased to assist accounting efforts. The software inadequately addressed multiple accounts and was returned for a refund. The refund of \$199.49 is reflected in the Sep-06 Treasurer's Report.

Merrill Bank representatives Larry Napoleone and Lynn M. Bowden presented each Trustee with a Portfolio Review of the Charitable Trust investments and explained the contents. Discussion followed. Also discussed was the revised Investment Policy. Larry Napoleone asked if other changes could be incorporated. Trustees will discuss this at the next meeting when Paul Hamlin is present. Trustees requested that quarterly statements of fees be sent to the Treasurer.

Motion to accept Librarian's Report (see attached) as presented and written unanimously passed. Discussion followed regarding painting of the Multipurpose Room, the Draft Vision Statement as presented to the City Council, circulation and upcoming events.

Kevin updated Trustees on the Building Committee work to date. Each member received a copy of a concept written to outline the present challenges, underserved patrons and facets of an expansion that may be correct deficiencies (also attached).

For Term Limits Agenda item, Kevin reported that Paul Hamlin was working on a presentation to the Council and would report to the Trustees progress at the next Trustee meeting.

Agenda item "Book Talk" included a book presented by Nancy Roe, *Water For Elephants* by Sara Gruen.

The next regularly scheduled Trustee Meeting was set for Thursday, October 19<sup>th</sup> at 3:30 p.m. in the Multipurpose Room. Agenda items will include: Investment Policy, term limits, Report from Building Committee, Trustee positions expiring in December 06 and other items added later.

Meeting adjourned at 4:45 p.m.

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Attest: Nancy Roe, Secretary