

Mark & Emily Turner Memorial Library
Board of Trustee Minutes
September 20, 2007
Held in Library Multipurpose Room/Gallery

The Library Board of Trustees met on Thursday, September 20, 2007 at 3:30 p.m. for their regular, monthly meeting. There was no meeting held in October of 2007 due to a lack of a quorum.

Present: Chair Kevin Sipe, Treasurer Elaine Sipe, Secretary Nancy Roe, Judith Burleigh, Greg Curtis, Paul Hamlin, Assistant Librarian Sue McPherson, Librarian and Ex-officio member Sonja Plummer-Morgan, Ex-officio member and Finance Director for the City of Presque Isle, Pat Webb. Not present: Joseph Zubrick

Guests present: Merrill Bank Vice Presidents Larry Napoleone, CFA and Lynn M. Bowden.

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

APPROVAL OF MINUTES OF PERVIOUS MEETINGS:

It was moved by Nancy Roe and seconded by Kevin Sipe that THE MINUTES OF THE AUGUST 16, 2007 REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES BE APPROVED AS PRESENTED. Motion carried unanimously.

Discussion: Paul Hamlin asked about placing the Historical Society on the Agenda. It was decided to table that discussion for the time being.

TREASURER'S REPORT:

Elaine presented a spreadsheet for the Charitable Trust accounts.

The availability of funds and appropriations for the Howard and Espa Michaud annual disbursement was discussed. No action taken.

Also discussed: Past use of the funds was discussed (ESBCO magazine and journal yearly order), former building maintenance percentage for upkeep of the room, and possible purchase of \$2,000 for books this year.

It was moved by Paul Hamlin and seconded by Judith Burleigh that THE TREASURER'S REPORT BE APPROVED AS WRITTEN AND PRESENTED. Motion carried unanimously.

MERRILL MERCHANT INVESTMENT PRESENTATON:

The Trustees heard a presentation, follow by a question and answer period given by two representatives from Merrill Merchants Investments on their investment policy and the account to date. Discussion followed. Chair Kevin Sipe requested that Merrill Merchants begin to send account reports to Finance Director Pat Webb. The Trustees expressed an interest in having the representatives come more often. The librarian asked the Trustees whether they wanted to consider an ethics statement in their Investment Policy. Trustees unanimously agreed that no action need be taken on an ethical statement at this time. Nancy Roe commented that if an issue with a particular investment arises, the Trustees have the authority to approach the investment officers and make changes.

Draft Investment Policy needs to go before the City Council for approval. Pat Webb agreed to bring the Policy before the Council.

LIBRARIAN'S REPORT:

Librarian reported that total circulation for the month of August is up from 10,958 in 2006 to 11,992 in August 2007. Of this amount, 3,630 uses of the computers were counted and 63 people used our wireless services. Other things reported on: programs and important dates, personnel (presently advertising for a part-time children's library assistant) and grants/memorials.

It was moved by Nancy Roe and seconded by Elaine Sipe that THE LIBRARIAN'S REPORT FOR SEPTEMBER 20, 2007 BE APPROVED AS WRITTEN AND PRESENTED. Motion carried unanimously.

OLD BUSINESS:

Centennial Plans:

Trustees discussed possible activities for Centennial plans: open house, photos, logo float in Memorial Day Parade, historical society presentation.

As part of the discussion, the Trustees expressed an interest in hearing about preservation projects (such as the Trustee Minutes). Plans are to discuss the matter further at a future meeting.

PHOTOS FROM LIBRARY ARCHIVES:

Librarian show Trustees a display of old photographs and documents, including

NEW BUSINESS

Trustees discussed the plot of land in need of landscaping that is connected to the 45 Second Street property and also owned by the Trustees. Trustees want information about

the boundaries of the land, whether Caron's Lawn and Garden would landscape, the whereabouts of the original deed, and what can be done with the land.

Librarian reported that she is now part of the Downtown Revitalization Committee. It was further reported by the Librarian that Paul Hamlin donated \$500.00 to the Charitable Trust Building Fund. Discussion followed.

Trustees complimented the staff for an excellent job done on the Banned Books Display.

Paul Hamlin requests that Trustees be prepared for a group photo at the next meeting.

Nancy Roe expressed concern over the 45 Second Street plot and said that there may be interested parties in purchasing the land. Discussion followed. It was agreed that regular maintenance needs to be scheduled and that Caron's would be approached.

The next regularly scheduled meeting was set for Thursday, October 18, 2007 at 3:30 p.m., with a concentration on the Centennial plans, follow-up report on 45 Second Street and Investment Policy.

For Book Talk, Nancy Roe shared *Zen of Fish* and Paul Hamlin mentioned *The Near East* and podcasts of the CBC.

The yearly City audit was discussed and whether it was in the best interest of the Charitable to continue with that audit or hire another auditor. Discussion followed with Pat Webb suggesting that it is the least expensive option for the Trustees to remain within the City's audit.

It was moved and approved to adjourn at 5:20 p.m.

Attest: Nancy Roe, Secretary