

Mark & Emily Turner Memorial Library
Library Board of Trustees
Minutes from October 19, 2006
3:30 p.m.

Present: Kevin Sipe, Chair; Elaine Sipe, Treasurer; Nancy Roe, Secretary; Judith Burleigh, Paul Hamlin, Earl Roy, Sonja Plummer-Morgan, Librarian and Susan McPherson, Assistant Librarian. Not present: Spike Savage and Joseph Zubrick.

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

It was moved and unanimously approved to accept the Minutes from the September 2006 meeting.

Copies of the Treasurer's Report were distributed to each member. Elaine reported that the annual fee for Merrill Merchants management of the Charitable Trust investments is \$6,700. Discussion followed. It was moved and unanimously approved to accept the Treasurer's Report as written and presented.

The Librarian distributed copies of the Librarian's Report to all members. Highlights of the Librarian's Report include: savings of another \$206.00 as a result of the efficiency lighting project, circulation continues to run ahead of last year's figures, Reference Librarian, Mary Boatner's retirement, grant proposals written, the proposed 2007 City budget and the health fair booth and other events planned for October and November. Discussion followed regarding the play written by Phil Turner and the pros and cons of requiring a Master's in Library Science for the posted reference position. It was moved and unanimously approved to accept the Librarian's Report as written and presented.

Discussion of revised Investment Policy Kevin suggested that the Trustees take time to look at proposed revisions and Judith suggested that the Trustees act quickly to notify Merrill Bank of the changes since it might impede investment earnings if the Policy is left as it is currently written and approved. It was moved by Nancy and seconded by Earl to accept the revised Investment Policy as drafted. For discussion, the Librarian stated that the Council must approve any changes to this Policy. The motion to make the changes to the Investment Policy was unanimously approved. Kevin offered to check with City Manager Tom Stevens to verify whether the Policy change needed Council approval.

For Agenda item, "Term Limits," Paul updated the Trustees on his presentation to City Council to reinstate term limits for Trustees. A draft of the proposed bylaws that reflect those changes was presented to the Council. Discussion followed. Paul will reappear before the Council in November.

Kevin reported on latest Building Committee activity including: grants applied for and fundraising ideas, Concept written for project, recommendation for a modest addition

(5,700 sq. ft.), drafting a letter to the Turner Foundation to invite a member to participate in the Building Committee and to update the Foundation on progress to date and that the Committee is still waiting to hear from Hugo Olore on what portion of the Charitable Trust can be spent on a Building Project. The Librarian requested reimbursement of \$75.00 for copying draft of proposed sketch of the expansion. It was moved and unanimously approved to reimburse the Library for copying costs incurred by reproducing the proposed plan.

Other points of discussion costs to date (between \$700-\$800 according to Mark) for Mark Carter's sketches and whether the Trustees should give the Building Committee a cap of \$2,500 for preliminary designs. Judith expressed concern over placing a limit since it may impede progress on the plans and restrict the Building Committee. The consensus of the Board was to continue to the next phase of planning with architect Mark Carter without a ceiling on the concept phase of the project.

Next item for discussion was the Annual Meeting scheduled in December to determine the next year's officers and to prepare for openings on the Board. Bylaws state that in October, Trustees will have a nominating committee. Discussion followed when Nancy asked if the two members (Elaine Sipe and Kevin Sipe) would request serving another term or whether they intend to leave their positions. Both members stated that they intend to stay on for another term.

The next Trustee Meeting is scheduled for November 9, 2006 at 3:30 p.m.

Some discussion took place about when the next Building Committee meeting is scheduled. Kevin and Elaine explained that a set time has not been determined since we are waiting to hear from Hugo Olore, results of proposals written and, when indicated, the Building Committee will convene with Mark Carter. The Librarian offered to ask Greg Curtis, Building Committee member, to write the letter to the Turner Foundation.

For the Book Talk, Earl reported reading Don Quixote.

Motion to adjourn was moved and approved at 4:15 p.m.

Attest: Nancy Roe, Secretary