

MARK & EMILY TURNER MEMORIAL LIBRARY  
BOARD OF TRUSTEES MINUTES  
HELD IN THE LIBRARY MULTI-PURPOSE ROOM  
THURSDAY, NOVEMBER 19, 2009

**Present:** Chairman Kevin Sipe, Treasurer Elaine Sipe, Secretary Dr. Paul Hamlin, Gail Roy, Greg Curtis, Deborah Dunn, Finance Director Pat Webb, Bart Eby (Atrium Book Systems Inc., Attending Online from Huntsville AL), Maurice Clark, Atrium Book Systems Inc., Library Director Sonja Plummer-Morgan, Reference Librarian Lisa Neal Shaw (Transcriber)

**Absent:** Haley Johnston

**Call to Order**

Chairman Kevin Sipe called the meeting to order at 3:31 pm.

**Citizen Comments**

No citizens at large were present.

**Consideration of the Agenda**

Item V. (Presentation and demo of Book Systems Inc. library automation system) was moved ahead to third on the agenda.

**Presentation and Demonstration of Book Systems Incorporated (Library Automation System)**

Maurice Clark and Bart Eby (the latter attending online) presented an overview of the Book Systems library automation system. Materials were left for review.

Discussion following the presentation covered the following points:

1. The overall cost of the project is \$7600, funded from the 2009 and 2010 book collections budgets
2. The total cost includes retroactive barcoding, file migration, and staff training
3. There will be a \$700 yearly maintenance fee
4. The current catalog system is no longer maintained at all
5. Current equipment and scanners should support and work with the software
6. Current catalog software returns "false results"
7. Book Systems software has been purchased

## **Treasurer's Report**

Treasurer Elaine Sipe reported that the Trust showed a loss of about \$6000. There has been no further action on the bookbag fundraiser. The IRS has not yet rendered a decision on waiving the late fee on taxes yet. A thank-you note was received from Assistant Children's Librarian Rick Asam for his gift card due to his sickness and surgery.

**MOTION: Paul Hamlin made a motion to accept the Treasurer's Report. Deborah Dunn seconded. Motion passed unanimously.**

## **Approval of the October 2009 Minutes**

**MOTION: Paul Hamlin made a motion to accept the October 2009 minutes. Gail Roy seconded the motion. Motion passed unanimously.**

## **Election of Officers for 2010**

**MOTION: Paul Hamlin made a motion nominating Kevin Sipe as Chair of the Library Board of Trustees for 2010. Gail Roy seconded the motion. Motion passed unanimously.**

**MOTION: Kevin Sipe made a motion nominating Elaine Sipe as Treasurer of the Library Board of Trustees for 2010. Deborah Dunn seconded the motion. Motion passed unanimously.**

**MOTION: Kevin Sipe made a motion nominating Paul Hamlin as Secretary for the Library Board of Trustees for 2010. Deborah Dunn seconded the motion. Motion passed unanimously.**

2010 Mark & Emily Turner Memorial Library Board of Trustees Officers are Kevin Sipe (Chair), Elaine Sipe (Treasurer), and Paul Hamlin (Secretary).

## **Librarian's Report**

Library Director Sonja Plummer-Morgan presented the following updates:

- Total Circulation for Library in October 2009 was 10, 286
- Librarian was a discussion panelist for the Juice 2.0 Conference on Powering the Creative Economy in Camden on November 13 & 14
- Eyler Consulting has been hired to rework the library's website. The new domain name will be <http://www.presqueislelibrary.org>.
- Librarian has been asked to serve another year as President of the Maine Library Association
- Displays at the library currently include Adoption Awareness Month, Battered Women's Shelter, and the Historical Society Quilt

### *Events*

- Librarian and Reference Librarian attended a day-long conference in Augusta organized by the Maine Library Association and the Maine State Library titled "How to Build a Community One Hello at a Time" with Pat Wagner from Pattern Research
- Children's services is very busy with Toddler Time, book clubs and other programs; a chess tournament will be held in the spring
- Frank Sullivan Art Show and Reception was held on November 7th; art will remain on display through December 31st
- Librarian spoke on Social Networking and Building Community at the New England Human Resource Management Conference at UMPI
- The Book Club selection for December 17th at 6:00 pm is *Selected Poems of Galway Kinnel*

### *Building/Grounds*

- New paint throughout the library, general maintenance and fixed items by new custodian
- Portland Glass repaired the window damaged by a car hitting the side of the building; the driver's insurance company will be billed
- Story Time room floor is being retiled and walls have been painted

### *Personnel*

- Children's Librarian and her Assistant are still out on medical leave
- New ASPIRE employee through DHHS (20 hours per week).
- Several teens are completing community service through the library.

### *Other Happenings*

- The Barbara Bush Foundation Literacy Advisory Council, comprised of area leaders, meets each month to discuss our community's literacy rates, strengths, and needs as part of a grant to create a stronger literacy proposal.
- Library's online social networking activity continues to increase with real time updates, expanding opportunities to attend online workshops/conferences and communicating with patrons and constituents. Twitter, Facebook, LinkedIn, Goodreads, and MySpace are some tools that the Library uses to promote, market, train and connect.

Discussion: Treasurer Elaine Sipe pointed out that there is still money in the Howard and Espa Michaud fund that could be used toward the Story Time room renovation expenditures. She also inquired about Staff Appreciation Day and reviewing the magazine collection.

*Action Taken: Staff Appreciation Day will be tabled until the December meeting, and the Librarian and Treasurer will review the magazine collection together.*

**MOTION: Paul Hamlin made a motion to spend \$1,366.60 from the Howard and Espa Michaud fund for the library's capital improvements. Gail Roy seconded the motion. Motion passed unanimously.**

**MOTION: Deborah Dunn made a motion to accept the Librarian's Report. Elaine Sipe seconded. Motion passed unanimously.**

### **Old Business**

The Library's municipal budget passed. The City Manager's last day will be the first January 2010 meeting; MMA is conducting a search for his replacement.

### **Committee Reports**

Committee Reports were tabled until next meeting in the interest of time. Art Policy and Membership Committee Report will be reviewed at next meeting.

### **New Business**

No new business was discussed.

### **Suggestions for Next Agenda**

1. Art Policy
2. Membership Committee Report
3. Staff Appreciation Day

### **Book Talk**

- Paul Hamlin is currently reading *D-Day: The Battle for Normandy* (Antony Beevor).
- Kevin Sipe is currently reading *Misquoting Jesus: The Story Behind Who Changed the Bible and Why* (Bart D. Erhman).
- Deborah Dunn is currently reading a romantic comedy by Kristan Higgins.
- Greg Curtis is currently reading *True Compass: A Memoir* (Edward M. Kennedy).

### **Adjournment**

**MOTION: Elaine Sipe made a motion to adjourn the meeting. Deborah Dunn seconded the motion. Motion passed unanimously.**

The meeting adjourned at 4:55 pm.

Next meeting is Thursday, December 17, 2009 at 3:30 pm in the MPR.

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Attest: Paul Hamlin, Secretary