

Mark & Emily Turner Memorial Library  
Board of Trustees  
Regular Meeting Minutes  
December 14, 2006

The Mark & Emily Turner Memorial Library Board of Trustees met on December 14, 2006 at 3:30 p.m. in the Library Multipurpose Room.

Members present: Kevin Sipe, Chair; Elaine Sipe, Treasurer; Nancy Roe, Secretary; Judith Burleigh, Paul Hamlin, Ex-officio members Finance Director Spike Savage, Library Director Sonja Plummer-Morgan and Assistant Librarian Susan McPherson. Excused absences, Earl Roy and Joseph Zubrick.

Chair Kevin Sipe called the meeting to order at 3:30 p.m. No public comment was offered.

Kevin opened the floor for nominations of new officers. Paul Hamlin nominated Kevin Sipe as Chair for 2007. It was moved and unanimously approved to reappoint Kevin Sipe as Chair for year 2007. Paul Hamlin nominated Nancy Roe as secretary. It was moved and unanimously approved to reappoint Nancy Roe as secretary for 2007. Judith Burleigh nominated Elaine Sipe as Treasurer. It was moved and unanimously approved to reappoint Elaine Sipe as Treasurer for 2007.

It was moved and approved to accept the Minutes from November 9, 2006 Trustee Meeting with one change for the Secretary's Report. Add Paul Hamlin to the list of attendees to the Minutes.

It was moved and unanimously approved to accept the Treasurer's Report as written and presented. Discussion followed regarding the non-fiction account and the funding that originally comprised that account. It was moved and unanimously approved to seek legal counsel through the city attorney on each account currently in the Charitable Trust and how that can or cannot be expended. Also discussed, in anticipation of Earl Roy's resignation from the Board, a second signer for checks be appointed. It was moved and unanimously approved to appoint Nancy Roe, Secretary as a second signer of checks.

Other matters discussed included an audit separate from the City to improve details of audit. Spike remarked that he does not see it as a necessary expense, but that he was not opposed if it would give the Board peace of mind.

Kevin Sipe discussed Gribetz Art Show and suggested that a discussion take place about whether the Trustees wish to purchase one of the statues for the library. No action taken.

For the Librarian's Report, a copy was distributed to each member. Highlights include welcome to Gail Roy, the new reference librarian. Earl Roy agreed to resign as a Trustee, since Gail is his spouse, effective December 31, 2006. The Maine State Library

Standards now published on the MSL Web site to be placed on next month's Agenda, update on City Council approval of the Vision Statement and change to Bylaws, children's assistant vacancies and newly created children's position. It was moved and unanimously approved to accept the Librarian's Report as written and presented.

Nancy Roe questioned how a thank-you published in the newspaper is paid for and whether this was Trustees' money? Sonja replied that without a motion, Trustees' money cannot be expended and thank-you messages are paid for from the annual allocation from the City. Discussion followed and Trustees requested an email if Trustees are mentioned in the thank-you.

Next item on the Agenda was a term limit discussion. It was moved and unanimously approved to submit a rotation proposal to Tom Stevens, City Manager so that the Council would have a clearer idea of how the newly approved Trustee Bylaws that include Term Limits would affect current and future Trustees. Earl Roy created a document explaining the new rotation. Kevin will add a cover letter and Sonja will present both to Tom Stevens.

Non-resident fees were discussed including the \$100,000 donated by Emily Turner in the hopes that non-resident fees would be eliminated. Sonja presented Emily Turner's Will and other documents from Council minutes that illustrate that the Council accepted the donation and eliminated non-resident fees, attempted to elicit donations from surrounding towns but reinstated the fees when it was determined that the request for support was denied.

Trustees discussed what portion, if any, of the Charitable Trust precluded non-resident fees and whether Trustees are acting according to the parameters of the Charitable Trust by implementing and supporting non resident fees. It was suggested that the Trustees determine the approximate revenue that non-resident fees generate and offer a donation to the Council that would eliminate fees for non-residents. Sonja suggested that the yearly revenue generated couldn't be completely mitigated by a donation, owing to the fact that with increase in use, all overhead costs rise. Therefore, if the Council is offered an amount commensurate with annual revenue, it does not cover entire costs associated with the users from other towns. No action taken, or consensus found, regarding whether or not non-resident fees can be charged given the stipulations of a portion of the Charitable Trust. Sonja will continue to search for documents relating to non-resident fees and the Trust.

Other matters discussed were approaching Turner Foundation to support library expansion project and 100<sup>th</sup> anniversary of the library in 2008. Both items will appear as Agenda items in January.

Next regularly scheduled Trustee meeting is was set for January 18, 2007 at 3:30 p.m.

Discussion regarding the yearly allocation of the Howard and Espa Michaud Reading Room and the reimbursement typically made to the library for overhead costs. Motion

made and seconded to reimburse the library for overhead costs. Discussion followed regarding whether the money would go back into library or whether it would go to the general fund of the City. Spike indicated that it would go to the general fund. Motion to reimburse the library was withdrawn. Trustees requested that librarian provides a proposal for how Michaud funds could be spent that would directly improve the Reading Room.

For Book Talk, Nancy shared Elie Weisel's *Night*.

It was moved and unanimously approved to adjourn at 4:50 p.m.

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Attest: Nancy Roe, Secretary