

**Mark & Emily Turner Memorial Library  
Board of Trustees Minutes  
December 20, 2007  
Held in Library Multi-Purpose Room**

**Present: Chair Kevin Sipe, Treasurer Elaine Sipe. Judith Burleigh, Paul Hamlin Joseph Zubrick, Librarian and Ex-Officio member, Sonja Plummer-Morgan Ex-Officio member and City of Presque Isle Finance Director Pat Webb, Assistant Librarian Susan McPherson. Guest Landscaping Consultants: Cindy Cote & Tammy Sue Blackstone. Not present, Secretary Nancy Roe**

**Meeting called to order by Chairman, Kevin Sipe at 3:30 p.m.**

**Chairman Sipe requested that Agenda item for election of officers be moved to the beginning of the Agenda.**

**Paul Hamlin nominated Kevin Sipe for Chairperson for 2008. It was seconded by Judith Burleigh and approved unanimously.**

**Chairman Kevin Sipe nominated Paul Hamlin for Secretary. It was seconded by Elaine Sipe and approved unanimously.**

**Chairman Kevin Sipe nominated Elaine Sipe for Treasurer. It was seconded by Paul Hamlin and approved unanimously.**

Discussion then turned to Agenda item, Gardening/Landscaping. Members discussed the best use and plan for maintenance of the area on 45 Second Street on the East side of the 45 Second Street property. Guest speakers Cindy Cote and Tammy Sue, volunteering their time to create a landscaped spot in that small parcel presented the Trustees with some ideas. Discussion followed about funding, the actual content and use for the space, and challenges that may be present. Ideas suggested were a reader's garden with benches, a staircase for access, a low-maintenance gardening area, perennials, or a "do-nothing" approach. Kevin suggests an attractive space. Kevin polled the members for input.

**MOTION: Chairman Sipe requested how many members were interested in having Cindy Cote and Tammy Sue develop a plan for landscaping for the 45 Second Street Annex property? The motion carried unanimously with discussion.**

It was decided to wait till Spring to start the project. Obstacles need to be discussed beforehand. Kevin asked the consultants to get back to him with different price scales depending on what can be done.

**MOTION: It was moved by Elaine Sipe and seconded by Joseph Zubrick and unanimously approved to accept the Minutes from the November 8, 2007 Trustees meeting as written and presented.**

Treasurer's Report was given by Elaine. Discussion of note on pg. 3 in Charitable Trust from 9/30-10/31 concerning extra money showed up from accrual. Discussion turned to lag time of tax forms. Elaine asked Pat Webb City Financial Officer to look it over. She agreed.

**MOTION: Chairman Sipe asked for motion to accept Treasurer's Report. It was moved by Joe Zubrick and seconded by Paul Hamlin Motion passed unanimously.**

Librarian's Report: Sonja updated Trustees about programs and services including Passport Agency and offering Notary services. Lisa Shaw went for the training. Need to consult City Hall about charging fee. Teen section is fully furnished. Kevin requested copy of Library Budget. Various attempted marketing options were discussed for the Library including Facebook.com, Second Life in addition to local media.

**MOTION: Chairman Sipe requests a motion to accept Librarian's report. Moved by Joe Zubrick and seconded by Paul Hamlin. Motion passed unanimously.**

Discussion was initiated concerning the expired term of board member Nancy Roe and the resignation of Joe Zubrick. Kevin requested that members suggest candidates. Term expiration date ends in December. Kevin will bring letter of recognition next meeting for members to sign and then be awarded to Nancy Roe. Sonja will request letter of recognition signed by City Council members.

Next item of discussion was the photos for centennial plans. It was discussed to choose photos to be used on promotional materials. Members agreed to have one historical photo and a new one available. Paul Hamlin suggested offering a calendar promotion. It was determined a forest green colored bag would be appropriate. Use a hand drawing as opposed to a digital picture for better resolution on the material.

**MOTION : Chairman Kevin Sipe sought a motion from the Board, concerning the preservation project estimation in the amount of \$2,000.00. Judy Burleigh moved that as a board to authorize spending of \$2,000.00 to preserve Roe & Colby Atlas. It was seconded by Joe Zubrick. The Board determined funds were not available at this time. Motion failed.**

Group photo is tabled to have full board in attendance.

Next meeting scheduled January 17, 2008 at 3:30 in Library MPR/ Gallery.

Book Talk:

Joe Zubrick read *The Road* author Cormac McCarthy  
Kevin reading King Richard and John  
Judy reading *Red* author last name Goldvasser.

**AGENDA ITEMS:**

**Demo of virtual library**  
**Postcard project for Centennial plans**  
**Group photo**

**MOTION:**

Motion to adjourn by Elaine seconded by Joe  
Unanimous  
Adjourned at 4:55 p.m.

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Attest: Secretary Paul Hamlin