

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting of April 10, 2018

Meeting called to order – 7:35 P.M.

Present: Shari Adams, Bob Booz, Jane Eriksen, David Foster, Eric Infeld, Lynn Johnson, Anne Mueller, David Turley, and Jan Wenzel. Also attending: Cyndi Shirshac and Christine Michaud.

- I. Public Comments/Communications – None
- II. Minutes – February 13, 2018- Jane Eriksen moved, seconded by Anne Mueller, to **“accept the minutes as presented”**. It passed unanimously.
- III. Financial Reports
 - A. Board – Gift and Bequest Funds managed by the Board showed nominal activity.
 - B. Librarian – All accounts are within the expected balances.
- IV. Librarians’ Reports
 - A. Director –LION is rolling out a new application, Pika, that will make it much easier for patrons to access the collection. The fee for this program is contained within the LION fees. The relocation of the fiction and nonfiction sections of the Library has been completed and has met with patron support.
 - B. Youth Services – No specific items were called out.
- V. Committee Reports
 - A. Strategic Planning – The Strategic Planning Subcommittee reported out their findings in a discussion led by Bob Booz. There was considerable exchange of ideas about the metrics for measuring success. The Library Director will take the Subcommittee’s language and finalize it based on the measures she has available. These will be reported at an upcoming Board meeting for finalization. The Director has also reached out to other space planning advisors for their proposals to maximize space to meet the evolving needs of our patrons.
 - B. Maintenance – storm damage, fence – The recent winter storm damaged plants and trees on Library property. These will need to be replaced. The fence was also damaged. The lease signed by the Town with the United Churches of Durham, Inc. specifies that the town will “maintain the split rail fence that bounds the leased area.” The Library elevator is not working and will need to be repaired.
- VI. New Business
 - A. Budget Status – The Cyndi Shirshac and Anne Mueller attended the Board of Finance meeting in which the budget approved by the BoF was presented. The Library budget as approved by its Board of Trustees was accepted except for some minor changes such as the request for books and media funds. A minor increase was granted.

- B. Policies – Local History Room, Solicitation – The solicitation policy was discussed and some minor changes were suggested. After discussion and some minor wording changes, Jan Wentzel moved and Shari Adams seconded a motion to **“accept the Solicitation policy**. It passed unanimously. The Local History Collection Policy was also presented. The Board discussed the ramifications and wording. Bob Booz moved and Eric Infeld seconded a motion **“to accept the local History Collection Policy”**. The motion passed unanimously.
- C. Other Items –
 - i. Shari Adams moved and Bob Booz seconded a motion to **“approve the use of the library parking lot for the 5th Annual Melissa Albin dog wash on 6/3/18 or 6/10/18”**. It passed unanimously.
 - ii. Bob Booz moved and Lynn Johnson seconded a motion **“to hold the Library Board meeting for the second Tuesday of the month”**. Cyndi Shirshac will send these dates to the Town.

VII. Old Business

- A. Charging Station – The station has been delivered. A concrete pad will have to be installed. The Board expressed its concerns that there would be no digging in the Memorial Garden for the placement or wiring to connect it to the power source.
- B. Other – None noted

The meeting was adjourned at 9:14 p.m.

Respectfully submitted,

Robert H. Booz
Secretary