

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting of January 9, 2018

Meeting called to order – 7:34 P.M.

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

- I. Public Comments/Communications – None Noted
- II. Minutes – December 12, 2017- Shari Adams moved, seconded by Bob Booz, to **“accept the minutes as presented”**. It unanimously passed.
- III. Financial Reports
 - A. Board – Funds managed by the Board showed little changes.
 - B. Librarian – Account categories look within the expected spending estimates. There continues to be a bit of trouble in getting timely information from the Town about library expenditures.
- IV. Librarians’ Reports
 - A. Director – The “smart” thermostats for the new HVAC system have been replaced by standard control devices. This workaround is need to control the heating and cooling more effectively than the system is able to do in its current configuration. There was recently a situation in which the boiler turned off for an unknown reason. A faucet froze in the original library due to the cold, however, this was repaired with little damage.
 - B. Youth Services – Programs continue to be popular with these important users of the Library.
- V. Committee Reports
 - A. PALS – Bob Booz moved and Jan Wenzel seconded a motion **“to have the Board pay for admission for Library Staff to attend the Taste of Durham.”** The motion passed unanimously. The ToD is scheduled for February 3, 2018.
 - B. Maintenance – As noted in the Library Director’s report, the HVAC system continues to be problematic.
- VI. New Business
 - A. 2018/2019 Budget – debrief from 12/19/17 BOF meeting – Jane Eriksen, Lynn Johnson, Cyndi Shirshac, and Bob Booz discussed their attendance at the BOF meeting. We are all hopeful that this will prevent future problems in understanding and explaining the Library budget to the Town.
 - B. Strategy for upcoming meetings – Space planning is a topic for the February 2018 meeting. A designer will be present to discuss space optimization.

VII. Old Business

- A. Marketing Grant Proposal – The proposal was not accepted
- B. Durham Fair - Parking lot use follow-up. The subject came up at the BOF meeting and the First Selectman, Laura Francis, noted she will address the issues with the State Police. The Board felt that continuing follow up is needed.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Robert H. Booz
Secretary