

## DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

### Meeting of February 13, 2018

Meeting called to order – 7:30 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.

- I. Public Comments/Communications
  - A. Presentation by Deanna Dewey – Design Consultant: Ms Dewey provided background on projects she has done for libraries. She gave the Board needed information regarding repurposing of existing facilities for the next generation of libraries. Following the presentation, the Board agreed that the Strategic Planning Committee review ideas brought forward as they might align with the Board’s Strategic Plan.
  - B. Other – None noted
  
- II. Minutes – January 9, 2018- There were a number of changes made to the minutes including the recorded attendance of Jane Eriksen at both the Library Board and Board of Finance meetings. She was not present at either. David Turley was present at both. Christine Michaud was also present at the Board of Finance meeting. Shari Adams moved, seconded by Anne Mueller, to **“accept the minutes with the changes needed”**. It passed with one abstention.
  
- III. Financial Reports
  - A. Board – Gift and Bequest Funds managed by the Board showed nominal activity.
  - B. Librarian – There continues to be delays getting timely information about library expenditures from the Town.
  
- IV. Librarians’ Reports
  - A. Director – The activities noted in the Director’s report included an 11% increase in adult circulation. The new LION book transfer program is working well and greatly appreciated by patrons.
  - B. Youth Services – No specific items were called out.
  
- V. Committee Reports
  - A. PALS – The Taste of Durham was a success again with many positive comments.
  - B. Maintenance – No new items were noted.
  
- VI. New Business
  - A. Charging Station – A single station with two outlets is soon to be installed in the far north end of the parking lot. It will be separately metered and accept credit cards for payment.
  - B. Policy Review – Solicitation + others – After discussion David Foster moved, seconded by Jane Eriksen a motion that **“The Director will develop a non-**

**solicitation policy that prohibits outside groups that have no direct benefit to the Library to solicit at the Library.”** The motion passed unanimously.

- C. Findings from Audit – The Town’s external auditors noted that there was no motion made to support the expenditure of Development funds for upholstery of Library chairs. The Board remembers the discussion of the topic and was unaware that a motion was needed.

VII. Old Business

- A. Durham Fair - Parking lot use follow-up - Discussions with the First Selectman, Laura Francis, are still pending
- B. Other – None noted

The meeting was adjourned at 9:04 p.m.

Respectfully submitted,

Robert H. Booz  
Secretary