

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

October 8, 2019

7:30 P.M.

Meeting called to order – 7:34 P.M.

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

- I. Public Comments/Communications – Information about the Association of Connecticut Library Boards’ 2019 Trustee Leadership Conference was received. Jane Eriksen and Bob Booz are tentative attendees.
- II. Minutes – September 10, 2019 –Passage of the minutes of the September meeting was deferred until there is a quorum of members eligible to vote.
- III. Financial Reports
 - A. Board – Large payments from Board Controlled Funds were for the Rebranding and Space Planning efforts.
 - B. Librarian – The first quarter of finances is tracking according to plans except for paper and pantry supplies which are loaded to the first part of the year.
- IV. Librarians’ Reports
 - A. Director – Circulation numbers are markedly increased over the prior year’s numbers. This is due to the effects of auto renewals. The new audio-visual equipment is on order. The staff development day was a successful use of time for all involved.
 - B. Youth – The story time sessions are showing increased attendance having been restarted in September after the usual summer break.
- V. Committee Reports
 - A. Strategic Plan Quarterly Update – Christine Michaud presented the Strategic Plan showing noteworthy progress on a significant majority of items. The Board was extremely pleased with both the presentation and its format.
 - B. PALS – A mini Book Sale is scheduled for November 30, 2019
 - C. Building and Maintenance – A discussion about the use of the Library’s parking lot during the Durham Fair revealed a number of issues. Up to eight State Police cars were parked on the Library lawn despite there being many open, paved parking spots available or blocked by traffic cones. Questions were raised about potential damage of the septic field. The Durham Fair is issuing parking passes for the lot and these are apparently being used for other than those directly involved in public safety. This included a family with children and lawn chairs going to the evening entertainment. United Churches of Durham using the lot for

its members despite the Town's renting the lot for over 15 years. Bob Booz moved and Lynn Johnson seconded a motion **"To examine the use of the Library parking lot before and during the Durham Fair including meeting with appropriate parties."** It passed unanimously.

VI. New Business

- A. Board Election Results – Bob Booz, Eric Infeld, and Lynn Johnson were elected at the annual Town Meeting to fill new three-year terms.
- B. Upcoming Election of new officers – nominating committees – Jane Eriksen and Anne Mueller volunteered to be on the nominating committee. David Turley was also proposed to be on the committee.

VII. Old Business

- A. Staff Development Day – debrief – This was covered during the Director's Report.
- B. Succession Planning – This was tabled until the next meeting.

The meeting was adjourned at 8:46 p.m.

Respectfully submitted,

Robert Booz
Recording Secretary