

## DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

November 12, 2019

7:30 P.M.

Meeting called to order – 7:30 P.M.

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

- I. Public Comments/Communications –None noted.
- II. Minutes – September 10, 2019 – **Motion to approve September minutes** by Jan Wenzel, seconded by Eric Infeld. Passed unanimously with Anne Mueller and Lynn Johnson abstaining. **Motion to approve October 8, 2019 minutes** by Jane Eriksen, seconded by Anne Mueller. Passed unanimously with Shari Adams, Eric Infeld, and David Turley abstaining.
- III. Financial Reports
  - A. Board – There is now a fee for the creation of paper statements from Citizens Bank. This will be addressed when the new signature cards are signed respective of new Board officers.
  - B. Librarian – Spending is in line with budgeted amounts.
- IV. Librarians' Reports
  - A. Director – The new audio-visual equipment has been received, however, it has not yet been installed. The Director is continuing to prod the vendor to install the equipment.
  - B. Youth – Gina Monti has resigned to take a new position in information technology with a library consortium. The Board thanks her for her time and dedication to the Library.
- V. Committee Reports
  - A. PALS – A mini Book Sale is scheduled for November 30, 2019 and the mini golf event is scheduled for March.
  - B. Building and Maintenance – Space Planning timeline. Robert Booz reported that the idea of space revitalization is being used to reflect both our strategic plan and the branding revitalization that has already taken place. A draft workplan was distributed. The Space Revitalization Committee will be meeting and moving the project forward.

VI. New Business -

- A. Nominating Committee/Election of New Officers - Hearing no objections, the Secretary accepted the recommendations of the nominating committee for the following positions: Robert Booz, Chairman; Lynn Johnson, Vice Chairman; Jan Wenzel, Treasurer; Eric Infeld, Recording Secretary; Jane Eriksen, Corresponding Secretary. Pursuant to practice, these were accepted by the outgoing Recording Secretary.
- B. Director's evaluation - this will be discussed at the next meeting.

VII. Old Business

- A. Schedule for upcoming meetings - The December meeting will be budget discussions.
- B. Other - none noted

The meeting was adjourned at 8:47 p.m.

Respectfully submitted,

Robert Booz  
Recording Secretary