

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

February 11, 2020

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: Marilyn Keurajim, Sustainable Durham; Christine Michaud, Library Director.

- I. Public Comments/Communications –
 - A. No motions or votes can occur until the next meeting as dates for 2020 meetings had not been shared prior to 1/31/2020.
 - B. Marilyn Keurajim (Sustainable Durham task force) spoke to board requesting board permission for signs to direct people to charging station be placed on Library grounds, and painting the Jersey barriers near charging station. Examples of possible signs presented.

- II. Minutes – January 14, 2020 – **minutes reviewed –will vote on minutes at next meeting**

- III. Financial Reports
 - A. Board – Quarter 2 summary reviewed. All in line with expectations.
 - B. Librarian – in line with expectations.

- IV. Librarians’ Reports
 - A. Director –Youth Services position. Offer was extended to new second round candidate, accepted and candidate scheduled to start in March.
 - B. Building and grounds: Director communicated:
 - i. Small leak from basement oil tank had been fixed. Minimal cleanup required.
 - ii. Reports of smoking in bathroom. If continues to occur will look at posting no smoking signage and other potential action
 - iii. Director met with John Jenkins (Town Facilities Management)
 1. Reviewed revitalization project,
 2. Deteriorating condition and need for replacement of 12 lampposts (20-30 years old) – examples of new provided. Will look to include estimate in upcoming capital requests for next two years,
 3. Replacement of catch basins next year and paving parking lot year after,
 4. Evaluation of steps to old library – partially undermined by water – will evaluate and provide estimates for repairs,

5. Clarified responsibilities for grounds – plowing, mowing, weed and mulch once and remove leaves once.

V. Committee Reports

- A. Subcommittee on Space Revitalization - Bob Booz provided a high level review for state grant - is subject to state bonding. Subcommittee is working on a well-defined scope. Representatives of the subcommittee will next meet with joint Board of Selectman and Board of Finance to review Operating and Capital Budgets– scheduled for 2/15/2020
- B. PALS - Mini-golf in library fundraiser March 7-8. Sense of the board was gathered that the Library director can decide to close Library early for this event.

VI. New Business

- A. Charging station signage – discussion tabled and will actively consider at next meeting
- B. Strategic Planning Update – Began review and discussion. To go into detail at March meeting.

VII. Old Business - None

Meeting adjourned at 8:50 PM

Respectfully submitted

Eric J. Infeld

Recording Secretary