

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

March 9, 2020

7:30 P.M.

Meeting called to order – 7:32 P.M.

Present: Robert Booz, Jane Eriksen, David Foster, Luanne Hanley, Eric Infeld, Lynn Johnson, Maya Liss, Anne Mueller, David Turley. Also attending Christine Michaud, Library Director

- I. Public Comments/Communications – email was received with request to extend hours.
- II. Minutes – February 9, 2021 - **motion made by Jane Eriksen seconded by Luanne Hanley to approve the minutes** - approved unanimously
- III. Financial Reports
 - A. Board Managed Funds – little activity - regular expenditures in prior month
 - A. Library Operational Funds – 2/3 through budget year and overall on schedule and plan.
- IV. Library Director’s Reports
 - A. Director – Overall circulation is down – likely weather related. Chairs purchased with the Harvard Pilgrim grant are in. Covid 19 response – capacity can be increased however with distancing requirements there are no capacity challenges at this time. Expansion of hours will be dependent on staffing. Hopeful staff will be able to be vaccinated in spring. Continuing to maintain the quarantine times on materials returned. Use of library space for meetings was discussed – **motion made by Anne Mueller to continue policy previously set for meetings not to be held in library space until May 31, 2021. Lynn Johnson seconded.** Passed unanimously.

Summer program theme has been chosen (tales and tails), and looking to to have outdoor programs. List is being pulled together for materials such as pop up tent, hula hoops for space etc.
 - B. Other - none discussed
- V. Committee Reports
 - A. Library Renewal – discussion on Fundraising and board member participation. List being finalized for outreach to potentials large donors. Ask letter has been drafted. General appeal will begin in a couples of months. **Motion made by**

David Foster to go into executive session for contractual matters. Seconded by David Turley. Passed unanimously and board entered executive session at 8:17 PM. **At 8:32, motion made by Jane Eriksen seconded by David Turley to leave Executive session for contractual matters.** Passed unanimously.

B. PALS – will be meeting on 3/17/2021.

VI. Old Business

A. Motion made by Bob Booz seconded by Eric Infeld to go into Executive session for personnel matters. Approved unanimously, and Board entered executive session for personnel matters at 8:06 PM. **At 8:47 PM motion made by Eric Infeld seconded by Luanne Hanley to leave Executive Session for personnel matters.** Approved unanimously.

VII. New Business – none.

VIII. General Discussion – general discussion for good and welfare of Board members.

Meeting adjourned at 8:54 PM.

This meeting was held using videoconference and recorded to comply with public meeting requirements. Recording is available at:

https://us02web.zoom.us/rec/share/vqi8cb6Jt8UWcVZKyLJoZ8GuPZKb_skfvrQzFnqxlB8brsgJHWF1Pm6J9zvytk.4X4Xi79jzMJ7vFAI Passcode: WTl+34^+

Respectfully submitted.

Eric J. Infeld

Recording Secretary