

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

September 14, 2021

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, Lauren Redford, Library Assistant Director

- I. Public Comments/Communications – Library Director reported brochure received from Association of Library Boards. Also reported on memorial donations received. Library Director introduced Assistant Librarian Lauren Redford to the Board
- II. Minutes – August 10, 2021 - **motion made by Bob Booz seconded by Anne Mueller to approve the minutes with minor changes** - approved unanimously
- III. Financial Reports
 - A. Board Managed Funds – little activity - regular expenditures in prior month
 - A. Library Operational Funds –On target and in line with expectations at this point in the fiscal year
- IV. Library Director’s Reports
 - A. Staffing - Alex Klaus started Youth Services position. New page has been hired. One staff member is retiring – Board thanks the staff member for the years of service. Director will be equalizing hours – Director has worked with town hall on this – and new position as Library Tech.
 - B. General – some supply chain problems in book publishing is increasing time to get books and higher costs
 - C. Building and grounds - AC Controller has been fixed.
 - D. Tech - Some work being done on computer systems as there has been some slowdowns on backups.
 - E. Grants and funding
 - a. ARPA funds received and orders made
 - b. Eversource grant – still waiting
 - c. Bond Commission – meeting cancelled, next one scheduled in September
- V. Committee Reports
 - A. Library Renewal – update provided as part of Directors report

- B. PALS – no new information
- VI. Old Business
- A. **Fair parking** – response received from Fair – permits were issued to UCC. Sargent Burns had been called, waiting for call back. Will begin to address again after 1/1/2022
 - B. **Land** – maps have been redrawn to show land for Library and for Town. Continue to have 2 spaces for the house. Easement agreement redrawn for access. Board discussion occurred and Board would like to see the map.
- VII. New Business
- A. Town meeting – Oct 4, 2021 three Board members up for reelection
 - B. Name of Board – appears to be Board of Directors in Charter and State Library has Board of Trustees – this is being looked into and findings will be reported on in future
 - C. Old Library Steps and Façade – deterioration has required an evaluation of the scope of work needed – being pulled together. First selectman and Board of Selectman aware. This has been in the long range capital plan. Needs to be restored to historic condition. Pictures have been sent to architect. Likely will look to state for additional grants – repair costs are town’s responsibility.
 - D. Children’s Internet Protection Act (CIPA) Compliance – Director reported on need for compliance. Impact would be on Library devices - PCs and Hot Spots – not on devices patrons bring in. Need to use an external vendor and will brave added cost (\$112/year) which will be covered through savings by being in compliance. Director has discussed with peers in other libraries on how it has been working. Board discussion on CIPA, need for an update to current internet safety policy, and need for public communications. **Motion made by David Turley that Director should take the necessary actions to be CIPA Compliant. Bob Booz seconded.** Passed unanimously.
- VIII. General Discussion – general discussion for good and welfare of Board members.

Meeting adjourned at 8:37 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/PueSwl7Ihu2Gjyt7SurK8PxQjXY05ZA5aZvgkANTdp9>

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Respectfully submitted.

Eric J. Infeld

Recording Secretary