

Received: 4/14/22
9:48am
Nicole Charest, ATC

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

April 12, 2022

Attendees: Lynn Johnson, Robert Booz, Jane Eriksen, David Foster (7:30-8pm), Luanne Hanley, Maya Liss, Anne Mueller. Also attending: Christine Michaud, Library Director, Linda Maffei, Deanna Dewey. Absent: Eric Infeld, David Turley.

Meeting called to order at 7:31pm.

1: Public Comments / Communications

A: Deanna Dewey- Library Renewal Design Elements: Deanna D. has reviewed the grant drawings and has removed items that are not available, confirmed price updates with vendors and has reconfigured the budget for 2022. We are following grant guidelines from the state and she explained the expectations. She may have some figures available next month. Questions from the Board were answered, and she went over multiple scenarios in terms of building time. Noted that any state vendor will be asked to provide three references. General discussion regarding paint and carpeting.

B: General Comments: None

2: Minutes: Minutes of March 8, 2022 were read with correction of Lynn Johnson's name (Lynn not Lynne/ delete 2nd plaque in section 1: A and change quick to quit in section 6: A.) Motion by Anne Mueller second by Jane Eriksen to accept the minutes as amended. Yea: Johnson, Mueller, Eriksen, Liss, Hanley. Abstain: Booz. Motion passed.

3: Financial Reports:

A: Board Managed Funds: Report presented by Anne M.

B: Library Operational Funds: Report presented by Christine M. Further explanation of grant and c-card funds.

4: Library Directors Report:

A: Director: Programming has done well this month. Program done by Asst. Director Lauren Redfield on Ukraine was well received and parts of the presentation were used in the town's fundraising campaign for Ukraine. Continued problems with the heating system being looked at/repared. State Borrow-It Funding for 2022 was announced. It was noted by the Board that Durham had the highest per capita lending to out of town patrons in the state, and congratulated the staff on their work.

5: Committee Reports:

A: Renewal: Did not meet.

B: PALS: Will hold book sale in conjunction with the plant sale on May 14, 2022. Donations are not being accepted.

6: Old Business:

A: Fair Parking: Bob, Christine, Laura Francis, Trooper Morello met regarding parking in the library lot. Discussed number of spaces, who would be eligible, four days only, and limited ingress and egress. State Police questioned this use, but it was noted that other groups had done this previously. Discussed library producing hang tags, price of parking pass. Will be brought up with the State Police /Troop W.

B: Strategic Planning Process: The committee picked Re Thinking Libraries to lead the strategic planning process. Noted that they only work with public libraries. Well defined and laid out the process. Provided a menu of items to choose from to get what our library needs. Christine provided a list of what will be available to us by Re Thinking Libraries. The initial price of \$16,000 was negotiated to \$13,800. The grant for the project is \$10,000 with the remainder from board funds. The committee felt that hiring a well-established library focused company was important. Anne M. made a motion – seconded by Maya L. “to hire Re Thinking Libraries for a total expenditure of \$13,800.” Passed unanimously.

7: New Business: Bob discussed the Board of Finance meetings and reminded all that the Budget meeting will be on May 9, 2022.

8: General Discussion

Motion to adjourn by Jane E / seconded by Lynn J. at 8:40 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/ygom2UYnWILfZnNRQzcUoUWRPHMf4gt0SFrDeNkermwsoO11PEAH1VWjqWPkyZ1_cB7r4JGHS0NRu5rA Passcode: #g%N21XQ

Respectfully submitted,

Lynn A Johnson

Vice Chair