

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

March 22, 2023

7:30 P.M.

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

Absent: Maya Liss

Public Comments/Communications – none

Minutes – **Motion made by Lynn Johnson second Anne Mueller to accept the minutes from 2/14/2023. Motion approved unanimously.** Bob Booz abstained.

Financial Reports

Board Managed Funds – on trend

Library Operational Funds – 2/3 through the fiscal year. Pretty much on target. Over a little in building and grounds – electricity and phone running a little high – town contract so no control. Water is also going over expected – leaks that have been fixed.

Library Director's Reports

Director – Circulation up overall. Programming is full and successful. Elevator still waiting to be fixed. Final payment from CT Humanities received completing state grant. CCard funds are coming – received info from State – We are the second largest net lender in the state, but the amount is down year over year but in line/a little higher compared to precovid. Anne and Director met with Board of Finance and waiting for final budget numbers.

Other – none.

Committee Reports

PALs

Renewal – Signed contract with General Contractor. Preliminary work schedule has been provided. In permitting and procurement phase. 4/18

is target for first date – movers . 6/20 is target for substantially complete and final completion 7/24. Then all materials will need to be moved to their new homes. Architectural walls – have a clean set of drawings today, stamped by architect, reviewed and ready to go. Went to building officials and General Contractor (GC) today. Library has communicated that we prefer to stay open – GC has said we should be able to work around. Still working on plan for carpeting. Do not anticipate unexpected closure, but certain parts of the collection may be unavailable at times.

Communications to begin with public late next week. Furniture plan which shows where it is placed, as well as plans etc are in the director's office and are available to be shared with the board.

Other - none

Old Business

EV Charger – Brief discussion. This is responsibility of town and Director has requested to be kept in loop so can communicate when asked as it moves forward to be turned back on

New Business

Meeting and Study Room Policy – brought to Board by Director.

Director reviewed the policy with Board, including the online reservation process. Board provided feedback. Director updating policy based on the feedback. **Motion made by Anne Mueller to accept the policy as presented by Director with feedback incorporated. Second by Bob Booz. Passed unanimously.**

Durham Fair Programs – agricultural programs are on tap for the summer. Director recommended using proceeds from lease agreement , general feeling of the Board was in agreement.

General Discussion for good and welfare of the Board

General discussion held on Library program after nrenewal project completed. General agreement that programs will return back to the library as normal.

Adjourned at 8:33 PM

Respectfully submitted

Eric J. Infeld - Recording Secretary