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Nicole Charest, ATC

## **DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES**

### **MINUTES**

**May 9, 2023**

**Attendees:** Robert Booz, Lynn Johnson, Maya Liss, David Turley, David Foster, Christine Michaud  
Library Director.

**Absent:** Anne Mueller, Jane Eriksen, Luanne Hanley, Eric Infeld.

Meeting called to order at 7:35pm.

#### **I: Public Comment**

The Director provided comments from patrons regarding the ongoing renewal.

#### **II: Minutes**

Due to three of the five attendees unable to vote (absent from April meeting) the minutes will be voted on next month.

#### **III: Financial Reports**

**A: Board Managed Funds** – Anne Mueller absent. Will present next month.

**B: Library Operational Funds** – On track for the year. Chris Fairchild will be doing the spring cleanup of the grounds and will be doing a schedule for upcoming cleanups. Capital Fund, \$4000 was budgeted for computers. Came under budget and we were able to buy two I Pads.

#### **IV: Library Director's Reports**

**A: Director** – Circulation has dropped with renewal project but not as much as expected.

**B: Renewal Project** – On schedule and budget. Painting is almost complete. Plumbing items are arriving ahead of schedule – but the contractors are waiting for everything to arrive, then will demo the bathrooms. Electrical work has started.

**C: Other** – Nothing.....

#### **V: Old Business**

The Durham Fair will be renting parking spaces again this year. The Budget was approved as requested. The Capital Reserve Budget was reduced for the painting reserve.

#### **VI: New Business**

**A: Laptop Policy** – We are reducing the number of desktop computers (From 12-8). Bought laptop computers to replace them. The new Laptop Computer Policy was presented. **A motion was made by David Turley seconded by David Foster “To accept the new Laptop Computer Policy as amended”.** Motion passed unanimously.

**B: Volunteer Policy** – The updated Volunteer Policy was presented. **Motion made by David Turley seconded by David Foster “To accept the “Volunteer Policy as amended”.** Motion passed unanimously

**C: Electric Vehicle Charger** – The Library received an email from Sustainable Durham regarding the EVC. The Director answered the posed questions. The Board Chairman also answered the questions / email. Long report regarding the history of the charging station, plus comments from several Board members who were on the Board when it was proposed. The unit is currently not working, but is supposed to be repaired.

#### **VII: General Discussion**

Motion made by Lynn Johnson seconded by Bob Booz to adjourn at 8:40pm.

Respectfully submitted,

Lynn A Johnson

Vice Chairman