

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

July 11, 2023

7:38 P.M.

Attendees: Robert Booz, Eric Infeld, Maya Liss, Anne Mueller, David Foster. Also attending Christine Michaud, Library Director

Public Comments/Communications – Been much positive feedback on social media posts on renewals.

Minutes – June minutes – **motion by to approve by Anne Mueller second Maya Liss.** Approved unanimously.

Financial Reports

Board Managed Funds – on trend.

Library Operational Funds – fiscal year has begun so submitted report is still considered in draft - 1st on a Saturday and holiday week so final numbers are not available. Final report should be in August when all information is provided – expect to be in line with report. Expenditures overall on budget – somewhat over on electricity - variances do not have a pattern year over year for a given month and nothing has significantly changed the usage.

Library Director's Reports

Director – Periodicals – the shelving we have for periodicals does not fit properly in the defined space. Question is where they will go.....Director proposed that periodicals could go on newly proposed shelving in community room. Access would not be an issue as room is available on a limited basis and by request. Director stated cost would be about 1800.00. **Maya Liss made a motion to purchase magazine racks. David Foster seconded passed unanimously.**

Other – none.

Committee Reports

None

Old Business

Renewal Project – Study rooms in, all items returned from Storage – everything is essentially in new locations other than periodicals. Electrical done - there is a punch list of “little items”.

Items where storage is needed – Director spoke to First Selectman. There will be storage space at Korn for items that may be reused and are in adequate shape not to throw away. Director reviewed furniture to be stored. Will plan to review what was stored in about 6 months to revisit. Board provided direction on use and storage of items.

Plaque on order and plan is for it to be installed for the open house in August.

Open House – 8/26 – need to pull together the invitee list (Officials, Donors) and to send out a whole town postcard mailing. State Librarian will be asked to speak.

Cleaning service – the old contractor is back in place on a month-to-month basis. Will monitor how well it is done.

Town crew – has been challenges in getting the crew to respond to requests. Director is continuing to reach out to get response.

Statistics- slightly higher circulation and all other items trending upward, even after we returned to precovid numbers last year. We need to keep an eye on Hoopla as it is per use and the costs continuing to trend upward.

New Business

None

General Discussion for good and welfare of the Board

Adjourned at 8:34 PM

Respectfully submitted.

Eric J. Infeld - Recording Secretary