

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

December 12, 2023

7:30 P.M.

Attendees: Robert Booz, Lynn Johnson, Anne Mueller, Maya Liss, David Turley, Sarah Robertson. Also attending: Christine Michaud, Library Director, Brendan Rae, First Selectman Durham.

Absent: David Foster, Anne Doyle, Eric Infeld.

- I. Public Comments: Thank you note from Jane Eriksen was read. ACLB membership letter received.
- II. Minutes: November 14, 2023 – **Motion was made by Anne Mueller, seconded by Maya Liss to accept the minutes with the following amendment: from the Library Directors Report, paragraph A - change the sentence to read “The Diversity Group is waiting for approval from CHRO.” Passed unanimously.**
- III. Financial Reports
 - A. Board Managed Funds: Report presented by Anne Mueller
 - B. Library Operational Funds: Presented by Christine Michaud, on track except for electricity and telephone which are running over. Programming has been expended
- IV. Library Director’s Reports
 - A. Director: Program participation is up. Book and Media drop boxes have been installed. The new selectmen have met with the library staff. The Renewal Project has been completed. Reimbursement forms have been submitted to the State. Remaining items are: final paperwork of completion/acknowledgment. Diversity Group sent an amended paperwork to CHRO, which has not yet been accepted. We will submit remaining invoices for payment. CHRO has confirmed that we have met our obligations. A vender for acoustical tiles will be coming next week, with David T. and Christine M. meeting with them.
 - B. Other: A patron was concerned about the possibility of mold in the downstairs area (they are sensitive to mold). They also called Town Hall. Our Health District said there is not a standard for mold. Suggested several companies, and Christine talked to Mystic Air Quality Consultations and they said they have several tests they can do. The matter is being referred to Town Hall.
- V. Old Business: None
- VI. New Business
 - A. 2024-2025 Operating Budget Request Discussion and Approval: Brendan Rae introduced himself to the Board and explained what was going on in Town Hall. Discussed the problems getting numbers from Town Hall, but noted that things were improving. Questioned how the facility was managed. Board mentioned that our Capital Budget was approved by the Library Board last month.

The Budget was presented and discussed. The increase in the budget was mostly contract and utility driven. There was a detailed discussion and explanation of eBooks and the article in the Hartford Courant. It was recommended after discussion that the Board increase the book budget from 2.5% to 3.2% to remain competitive. **Motion made by David Turley / seconded by Sarah Robertson to “Accept the Budget for 2024-2025 as amended by the Board of Trustees”.**
Unanimously approved,

VII. General Discussion: Well wishes to all!

Motion to adjourn by Anne Mueller / David Turley. Adjourned at 8:37 pm

Respectfully submitted,

Lynn A Johnson
Vice Chairman