

DURHAM PUBLIC LIBRARY BOARD

Minutes

April 8, 2025

7:30 P.M.

Attendees: Robert Booz, Anne Doyle, Sarah Robertson, Eric Infeld, Lynn Johnson, Maya Liss, Elizabeth Merliss, David Turley

Also attending Lauren Redfield, Library Director, Tessa Griffin, Library Staff

Absent: Anne Mueller

Public Comments/Communications - Tessa Griffin joined this part of the meeting – introductions were done between Tessa and Board members.

- I. Minutes - Monthly Meeting, March 11, 2025 - **motion made by David Turley by to move accept the minutes as amended. Seconded by Anne Doyle. Approved unanimously.**
- II. Financial Reports
 - a. Board Managed Funds - no report this month as Board Treasurer was away.
 - b. Library Operational Funds - on track overall for where we are in the year.
- III. Library Director's Reports
 - a. Director -
 - i. With exception of children, circulation continues to be down. Children's circulation is up which kept overall circulation and gate on track. Meeting room and study room continue to be in constant use.
 - ii. Lampposts – reached out to historic commission on significant increase in cost tied to the lower Kelvin lighting requirement. Historic commission was agreeable that Library had done everything it could and agreed that we could go to the original lighting.
 - iii. Bid for stairway repair has been accepted and approved by Board of selectman and will be moving forward

- b. Library Programming - meeting with Recreation department ongoing
- c. Assistant Director Search Update - 11 applications received, 5 were reviewed and 2 interviews will begin soon.
- d. Changes in funding from federal grants to state that has been cancelled – CT had Institute of Museum and Library Sciences (IMLS) grant cancelled – significant impact to state library functions such as non-LION Library interlibrary loan. This will also impact CCard funding for fiscal year 2025-2026 unless another funding source is found – CCARD is a significant source for Durham Library to purchase materials. Board will need to discuss how to fill this gap if there is no change. At this time State Library functions are still operating however not known what will happen going forward.

IV. Old Business

- a. Garden Committee Update - new patio is installed and planting to be done in a couple of weeks.
- b. Other - none

V. New Business

- a. Office Furniture – request for new furniture for office – is in capital budget but the full amount is not needed– Director spoke to Board of Finance request is for board to fund for now and will be reimbursed from reserves as this is not the full request for capital funds that are in reserve. **Bob Booz moved that board authorizes the purchase of office furniture not in excess of \$3000. Maya Liss seconded. Approved unanimously.**
- b. Staff Reimbursement – staff is on occasion needing to use personal funds to pay for expenses (program costs for example). Maya Director and Anne Mueller will meet on Anne's return to discuss the need and develop a proposal to bring to the board.

VI. **David Turley made a Motion made to go into Executive Session for Personnel matters seconded by Lynn Johnson.** Went into executive session at 8:40.

Bob Booz made a motion to return from executive session. Maya Liss Seconded. Returned from executive session at 9:15.

VII. General Discussion for the good and welfare of the Board

Adjourned at 9:16 PM