

## DURHAM PUBLIC LIBRARY BOARD

### Minutes

May 13, 2025

7:20 P.M.

**Attendees:** Robert Booz, Sarah Robertson, Eric Infeld, Lynn Johnson, Maya Liss, Anne Mueller, David Turley

Also attending Lauren Redfield, Library Director, Julie Rio, Assistant Director

Absent: Anne Doyle, Elizabeth Merliss,

Public Comments/Communications - Julie Rio new Assistant Director joined this part of the meeting - introductions were done between Julie and Board members. No other public comment was noted

- I. Minutes - Monthly Meeting, April 8, 2025. **Sarah Robertson moved to approve minute and Bob Booz seconded.** Approved unanimously.
- II. Financial Reports
  - a. Board Managed Funds - reports reviewed all on track
  - b. Library Operational Funds - budget is on track
- III. Library Director's Reports -
  - a. Circulation was down other than children's and magazines. This is consistent with last month - keeping an eye on it. Gate is down also. On digital side JobNow visitors/ users and Transparent Language Online use are up.
  - b. Programming is down from last year - year over year comparison is difficult due to three big programs last May. Programming was also impacted by staffing levels - which are returning to normal.
  - c. Physical Plant -
    - i. Contract for concrete stair repair to old library has been signed and construction should start soon.
    - ii. Lampposts for the parking lot have been ordered. Lauren will follow-up with Town on parking lot paving and removal of the triangle near book box to see if paving and removal of the triangle is still planned.
    - iii. Building management system being installed.

- iv. Having a window cut into patio door approved through town budget.
- v. Painting and ceiling repair discussed
- vi. Director's Office cleaned out and reorganized.
- d. Communications - Town websites now have the library listed and a button added to the page - links to the signup page for the library newsletter. Listing of library programs is now on weekly town email.
- e. Legislative - Ebook bill passed State senate and now in the State house. Federal grant for 2025 to CT Library was reinstated. Next year is still in question as to whether it will be budgeted.

#### IV. Old Business

- a. FY 25-26 Budget Update - town budget passed as submitted. Union negotiations are ongoing, so salaries not included in town budget
- b. Garden Construction -Board made a field trip to Garden to see progress made (patio down and many of plantings in). Discussed need for ongoing maintenance of the plantings and trees as well as need for hoses and equipment for new plantings. Waiting for fence to be installed. **Bob Booz moved that up to 250 from renewal project left over money can be spent for irrigation in the garden. Anne seconded.** Passed unanimously. Lynne will follow up on what needed. Furniture ordered - bench chairs coffee tables and Adirondack chairs. Brief discussion on where they will be located and any precautions needed for securing the furniture. Will need to plan on public communication, a soft launch as well as grand opening.

#### V. New Business

- a. Finance Subcommittee - Maya discussed the need and proposed the formation of a subcommittee to report
  - i. consider whether there should be a standing finance subcommittee
  - ii. Determine other questions that board members have and need to be addressed.
  - iii. Anne, Lynne, Bob, Sara will be on the ad hoc committee. Look to report back to the board by September.
- b. Library Grounds Policy - there was a recent public protest on town green. The State Trooper on location needed to leave for an

emergency and asked the protestors, for their safety, move to the sidewalk near the library while he was away. Some of the protestors ended up being on library grounds, and Director needed to speak with them to request they were not on library grounds. This led to a question for Board on policy for use of Library grounds. There is a policy on the Use of Library Grounds that has is approved and published. This policy will be shared by Lauren to the Resident State Trooper and First Selectman so they are aware.

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

Meeting adjourned at 9:35 PM