

# DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

## MINUTES

SEPTEMBER 9, 2025

7:30 PM

Attendees: Robert Booz, Anne Doyle, Lynn Johnson, Maya Liss, Elizabeth Merliss, Anne Muller, Sarah Robertson, Gwen Wirder, Lauren Redfield Director.

Absent: Eric Infeld

- I. **Public Comments/Communications:** Reminder that the Annual Town Meeting is October 6, 2025 at 7 pm. Bob B., Lynn J., and Eric I. are up for re-election. There are Library related issues up for vote.
- II. **Minutes: Anne Doyle moved, and Anne Mueller seconded to approve the minutes of the July 8, 2025 meeting. Approved unanimously.**
- III. **Financial Reports:**
  - A: **Board Managed Funds:** Reviewed / explanations from Anne M.
  - B: **Library Operational Funds:** Lauren R. explained that the salary line numbers are from last year due to a delay in current year reporting system delay.
- IV. **Library Director's Report:** Review of the summer programs which were a great success. Front stair work is ongoing. Discussion as to removal/replacement of shrubbery in front of the stairs. Will be reviewed when the work is completed. The garden patio is completed, and many positive comments have been received. Capital Funds have been approved for new AV equipment. A demo Smart Board is being looked at. Question as to whether virtual meetings can be done with this equipment which Lauren will look into. The library received a Narcan/Opioid Box was donated from DMFYS and will be located near the AED in the entrance hallway. Lauren talked about the increase in print subscription for the Hartford Courant. One option is going to digital which is less expensive and has more options and subscriptions included. Lauren will look into large screen readers to access the e-editions.
- V. **Old Business:**
  - A. **Durham Fair Parking Lot Use:** Have not received the check yet. Maya will again reach out.
  - B. **Children's Room Project Update:** The Board of Finance approved the funds for painting and carpet in the Children's Room. The plan is to proceed in December. Although some money is in reserve for trim,

that will be done at a later time. This is on the October annual meeting agenda.

**VI. New Business:**

- A. **Charter Review Commission:** Recommendation that the Library section stays as written. Discussion about the use of “Trustees (Financial without policy)” and “Directors (Policy direction).” Will look at the bylaws to change it to “Board of Directors with the fiduciary responsibility to act as Trustees.”
- B. **Policy Review and Discussion per P.A. 25-168:** Maya explained the procedure to comply with the new State requirements (P.A. 25-168). Policy changes will be voted on in November. The Programing Policy now matches our Mission Statement and matches statute updates. Current Library Services Policy will have to be updated/deleted. There was a discussion regarding putting policy review on a five-year revolving basis. Discussion on having standing committee for By-Laws and Financial, with Board members revolving through committees.

**VII. Potential Executive Session: Motion made by Maya Liss seconded by Sarah R. to move into executive session to discuss personnel matters at 9 pm. Unanimously approved. Motion by Maya L. seconded by Bob B. at 9:08 pm to come out of executive session. Unanimously approved.**

**VIII. General Discussion: Motion made by Bob B. seconded by Maya L. to close the Durham Public Library the Thursday of the Durham Fair for staff development day. Unanimously approved. The Finance Committee recommended moving funds from Citizens Bank to Liberty Bank for several reasons. Motion made by Anne D. seconded by Sarah R. to move the Board Financial funds from Citizens Bank to Liberty Bank. Unanimously approved.**

Meeting adjourned at 9:10 pm.

Respectfully submitted,

Lynn A Johnson

Vice Chair