

Durham Public Library – Board of Trustees Workshop Agenda
Wednesday, July 13, 2016; 6:45 pm – 8:45 pm
Meeting at DPL—Heritage Room

- 1) Call to order
- 2) Approval of meeting agenda
- 3) Public comment—5 min
- 4) Approval of minutes—5 min
- 5) Workshop follow-up—new Director search –60 min
 - a) Interim Director options and process
 - b) Director hiring timeline and process
 - c) Other items to consider
- 6) Treasurer’s report—10 min
- 7) Director’s Report—15 min
- 8) Friends Report—10 min
- 9) New Business; review upcoming schedules and timelines—15 min
- 10) Adjourn

MEETING REMINDERS:

Wednesday, July 27th—Workshop—FY17 budget process; review results of survey and recommend the “ask” for annual appeal; Director search progress

Wednesday, August 10th—**Board Mtg**—review detailed spending to date—Town and Trustee funds; Director search progress

Wednesday, August 17th—**Workshop** (may be off site)—finalize annual appeal; Director search progress

September TBD—Board Chair, Treasurer and Dir meet with Town Admin

Sunday, September 11th—**Board Retreat** 11:00 am – 4:00 pm

PROJECT TIMELINE

Annual Appeal:

July 27th: Survey and “ask” discussed

August 10th: Finalize annual appeal request

August 17th: Annual Appeal letter finalized

September 9th: Deadline for printing – will use Main Street Copy and Mailing

September 11th: Letter distributed to board members at retreat to be signed

September 19th: Letters put in mail

