

**Durham Public Library – Board of Trustees Workshop Agenda**  
Wednesday, June 22, 2016; 6:45 pm – 8:45 pm  
Meeting at DPL—Room TBD

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- 1) Call to order
- 2) Approval of meeting agenda
- 3) Updates from the Chair and Director
- 4) Approval of 6/8/16 minutes
- 5) Discussion of: staffing, hours of operation, salary levels, “adequate” funding levels
- 6) New business
- 7) Adjourn

**MEETING REMINDERS:**

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Wednesday, July 20<sup>th</sup>—**Board Mtg**—review results of survey and finalize the “ask” for annual appeal

Wednesday, July 27<sup>th</sup>—Workshop—FY17 budget

Wednesday, August 10<sup>th</sup>—**Board Mtg**—review detailed spending to date—Town and Trustee funds

Wednesday, August 17<sup>th</sup>—**Workshop** (may be off site)—finalize annual appeal

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

Sunday, September 11<sup>th</sup>—**Board Retreat** 11:00 am – 4:00 pm

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**PROJECT TIMELINE**

**Annual Appeal:**

July 20<sup>th</sup>: Survey discussed and ask determined.

August 17<sup>th</sup>: Annual Appeal letter approved

September 9<sup>th</sup>: Deadline for printing – will use Main Street Copy and Mailing

September 11<sup>th</sup>: Letter distributed to board members at retreat to be signed

September 19<sup>th</sup>: Letters put in mail