

Durham Public Library

Board of Trustees Meeting

DRAFT Minutes January 25, 2017

Meeting was called to order at 6:50 pm.

Trustees Attending: Susan Roman, Jenna Roberts, Charlotte Ramsay, Dianne Thompson, Roni Pekins and Toby Ball

Excused: Carolyn Singer

Staff Attending: Judy Haskell

Minutes prepared by: Susan Roman

1. Agenda Approval
Motion by: Dianne
Second by: Charlotte
Unanimous
2. Minutes Approval—Minutes to be approved at next meeting on 2/8/17
3. Director recommended hiring of current library substitute Naomi Kornhauser as Interim Adult Program Coordinator. She will work 15 hours per week at same rate as other library assistants. Three of 15 hours will be at circulation desk.
Motion to approve recommendation by Charlotte, Second by Dianne. Vote unanimous.
4. Board had discussion about work expectations for all staff. Concerns were raised about employees engaged in personal tasks during work hours. Situation to be addressed by Judy at next staff meeting with discussion by Trustees at future meeting.
5. At next meeting, Board will discuss substitute rate of pay vs. hourly rate of regular part-time staff.
6. Board reviewed proposed 2017 budget. Susan Roman directed to speak with Town re health insurance rates and retirement benefits for fulltime staff.
7. Report by Director. Library is looking at purchasing a color copier and reviewing its contract for internet and phone service.
8. Meeting adjourned at 8:15 PM
Motion by: Charlotte
Second by: Dianne
Unanimous