

DURHAM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING March 28, 2018
Approved 4/11/18

Trustees in attendance: Susan Roman, Charlotte Ramsay, Jenna Roberts, Carolyn Singer, Nancy Webb, Roni Slavin Pekins, Anne Knight

Excused: Bill Schoonmaker

Others in Attendance: Erik Waddell, Joan Drapeau, Library Director Rose Bebris

Meeting commenced at 6:50PM

Approval of Agenda: Motion to approve the agenda, SRoman, second by NWebb. Agenda amended to include public comments. Passed with amendment.

Public Comments: Joan Drapeau, Durham resident, expressed concerns about a change in culture at the library due to staff departures. She also commented on the appearance of the library grounds, inquiring if the Department of Public Works could provide more assistance or suggested that the Trustees consider hiring an outside contractor.

Erik Waddell introduced himself. He is interested in becoming an Alternate Trustee. Trustees need to submit Alternate recommendations to Town Council by April 11.

Director's Report: Director Bebris gave a staff update. 27 applicants for the Adult Services Director, 6 will be interviewed by Bebris, Children's Director and SRoman on 3/30/18. Interpersonal skills of candidates will be important. Bebris would like to create a standard job application form for future hires. Interim Adult Program Coordinator, Naomi Kornhauser will be returning to sub status on 4/7/18. She has programming scheduled through May. Three current regular part-time staff members have added hours to make up for current staff shortage. The Board discussed whether these additional hours should remain permanent or be transferred to new hires so the new hires would be working 20 hours/week and thus be eligible for vacation and sick leave benefits. Director Bebris will work up impact of both scenarios for April 11 Board meeting and will present a working budget. Bebris is seeking the services of a team builder from the Brown Center. Staff member Margo LaPerle received a thank you note from a patron for her hard work while the NH ILL service is being serviced.

Chair's Report: Chair requested that Children's Service Director be in attendance at the 4/11/18 board meeting to discuss her department's progress and wish list. 12/13/17 board meeting notes are being corrected to record vote on staff salaries in public portion. CRamsay is working with library staff to post all meeting minutes to the library website.

Workshop Topic 1, *Director Goals and Evaluation Process:* Trustees need to review draft director evaluation form and submit changes to Chair by 4/6/18. Requested Bebris to create quarterly goals and subsequent progress and next steps.

Workshop Topic 2, *Strategic Planning Process –Board and Library:* All Trustees and Director need to respond to Doodle poll so that a date can be set in June for initial planning workshop.

Discussed five year versus two year plan, how to engage stakeholders, general timetable. Chair will conduct Dropbox training session on 4/11/18 at 6:15 for Trustees who need assistance.

Additional Business: Policy regarding political candidates using library meeting rooms discussed. Director will utilize current library policy as guide with suggestion that policy be revisited. Director disputed recent accusations by a library patron. CRamsay reported that this patron does not believe Bebris is a good fit for the library. Any future comments from this patron, or public in general, should be submitted in writing so that Trustees can ensure they are responding accurately. Bebris stated that she desires a good working relationship with the Friends' group and solicited input from the Trustees on how best to achieve this goal.

Adjournment: Motion by SRoman to adjourn, second by NWebb. Motion passed. Meeting adjourned at 9:08PM.

Respectfully submitted,
Erik Waddell as transcribed by Roni Slavin Pekins