

DPL Trustees Meeting Minutes
May 11, 2016
DRAFT

Trustees in attendance: Carolyn Singer, Nancy Webb, Charlotte Ramsay, Dianne Thompson, Jenna Roberts, Roni Pekins, and Susan Roman.

Staff in attendance: Tom Madden and Lisa Kleinmann

Excused: Bill Schoonmaker and Toby Ball

Public in Attendance: Nell Neal

Secretary: Charlotte Ramsay

- 1) 6:50pm Jenna Roberts called the meeting to order.
- 2) A motion to accept the agenda was made by Susan with a second by Nancy– unanimous
- 3) Public Comment
 - Nell Neal spoke in favor of installing a “No Idling” sign at the Library. She gave the background and rationale for the request, detailing the role of the Oyster River School Sustainability Committee and, in particular, the Green Bean Club at the Middle School.
 - Jenna Roberts reported that she had received an email urging the library to purchase Hoopla as a way to provide book discussion groups with multiple copies of books at minimal cost.
- 4) Acceptance of the April 13, 2016 minutes was postponed to the June 8, 2016 board meeting.
- 5) Staff presentation: Lisa Kleinmann gave an overview of the DPL 2016 Summer Reading Program, “On Your Mark, Get Set, Read!” which runs for 5 weeks, June 27 – July 29. The program is designed for 2-12 year olds, with activities built around the themes of sports, the Olympics, and fitness fun, both physical and mental. Help with staffing comes from summer intern Gretyl Macalester, who will work mostly mornings from May 25 to mid-August. The UNH Upward Bound program will also assist in the early afternoons. Lisa, plus the librarians from Lee and Madbury will visit Mastway and Moharimet Elementary Schools, to publicize the summer reading program. Last summer 350 children participated.

Jenna asked about background checks for volunteers working with children. Tom Madden replied that whenever someone works unsupervised with children, a background check is done, with the cost deducted from the “miscellaneous” budget line.

Jenna asked about the costs of the summer reading program. Even with the Friends of the DPL paying for the summer concerts, and the trustees contributing extra funds, Lisa reported that the children's programming budget line of \$2500 is depleted by early fall. She relies on the Friends and trustees for additional funding.

A discussion of how to publicize the need for children's craft materials followed. Ideas include: wish list on Amazon, wish list posted at the library for the public to see, and back-to-school shopping where parents would add a few items for the library to their children's list of school supplies.
- 6) Treasurer’s report
 - A motion to accept unanticipated funds of \$2674.94 was made by Susan Roman with a second by Nancy Webb – unanimous
 - A motion to approve \$222.30 in expenses was made by Charlotte and seconded by Nancy – unanimous
- 7) Tom Madden presented the Director’s report.
 - The Memorial Day parade is Monday, May 30 at 10:00 am. Board members. Staff and Friends are asked to assemble on Mill Pond Road at 9:30.
 - Tom raised the issue of the “No Idling” sign. There was board consensus for Jenna to invite the Middle School Green Bean Club to present to the Library Board either May 25 or June 8 on why the sign should be posted at the library. The board would then vote.
- 8) Outstanding Board Business
 - Annual Appeal purchases – The staff wish list for 2016 was distributed and the recommendations made at the board work session May 4 were discussed. A motion was made by Dianne and seconded by Carolyn to allocate up to \$15,000 of the 2015-16 Annual Appeal monies for the following: Adult collection, programs, and DVDs;

Photoshop Elements 14; children's outside Storywalk around the rain garden, an outside story time area with chair, birdbath, and bird feeders, gigantic games for outside play; children's iPod/i Pad dock in story time room, Young Adult LED lights and decals. – unanimous.

- Storywalk: The \$833.55 remaining from the memorial gifts for Sibylle Carlson will be used to purchase the children's Storywalk. Annual Appeal monies will be used to supplement if needed. Roni suggested contacting the ORHS wood shop teacher regarding building the storywalk signs as a class project.
- Tom brought up two other possible uses of the 2015-16 Annual Appeal: Oyster River Room art display and a DPL website redesign.
- Tom mentioned the vandalism of the sign in front of the library.
- Please review the draft of the DPL Annual Report and send any corrections/edits to Jenna.

Nancy Webb was excused at 8:05.

9) New Board Business

Agenda for Board Workshop 5/25

- Tech plan and software utilization
- Signs in front of the library: need different signs and possibly security cameras
- Middle School Green Bean Club may present
- Director's goals and Board goals
- Time line for 2016-17 Annual Appeal

DPL Survey

- A motion was made by Dianne and seconded by Susan to pay Erin Sharp \$750 to analyze the survey and write the report – unanimous

10) Roni and Charlotte reported that the Friends are planning two book sales in June.

SAVE THE DATE: Library Board meets with Town Council Monday, May 23.

11) 8:24 Adjournment: Charlotte motioned and Susan seconded to adjourn – unanimous.

Wednesday, May 25 **Board Workshop**

Wednesday, June 8th --**Board Meeting**

Wednesday, June 22nd – **Board Workshop**