

**Durham Public Library  
Board of Trustees Meeting  
Minutes May 24, 2017**

Approved 9/13/17

Trustees attending: Jenna Roberts, Charlotte Ramsay, Susan Roman, Nancy Webb, Anne Knight, and Toby Ball

Trustees excused: Bill Schoonmaker, Roni Pekins, Dianne Thompson, and Carolyn Singer

Staff attending: Judy Haskell

Minutes recorded by Charlotte Ramsay

Meeting was called to order at 6:50.

The agenda was approved. Susan/Nancy – unanimous

Jenna Roberts authorized Alternate Trustee Toby Ball to fill in for Bill Schoonmaker.

There was no public comment.

**Chair Update—On-boarding Rose Bebris**

Jenna reported that incoming Director Rose Bebris is in the process of moving.

Jenna presented a draft plan for on-boarding Rose, designed by Jenna with input from senior staff. Jenna will discuss this tentative plan with Rose 5/25/17 and it will be modified as needed.

The Board reviewed the tentative schedule for Rose's first two weeks. It includes shadowing senior staff, meetings with Interim Director Judy Haskell, completing the necessary new employee paperwork at the Town offices, a welcoming breakfast reception 5/30/17 9:00 – 10:00 for staff and trustees, and lunch meetings with trustees. Nancy agreed to prepare a “Welcome Rose” poster for the library lobby and to notify the Friends that Rose will be attending their meeting 6/7/17. Rose will attend the Town Council meeting 6/19/17 and introduce herself during the public comment section.

Some additional orientation ideas include reviewing Right-to-know laws, meeting with Bill as Board treasurer, reading the Trustee manual, and discussing the budget with Gail Jablonski of the Town Business Office.

Jenna stressed the importance of good, close communication between Rose and the Board.

**Old Business**

The Board reviewed a list of issues that had been tabled during the past 10 months. Jenna agreed to create a spread sheet, organized by category and prioritize by importance.

The Board agreed by consensus to cancel the workshop meetings 6/28/17 and 7/26/17.

**Board of Trustees Meeting Schedule:**

6/14/17 Board Meeting

7/12//17 Board Meeting

