

Durham Public Library

Board of Trustees Meeting

Approved 9/13/17

Wednesday, August 9, 2017

Trustees attending—all voting for quorum: Jenna Roberts, Bill Schoonmaker, Susan Roman, Carolyn Singer and Dianne Thompson

Excused: Toby Ball, Anne Knight, Nancy Webb, Roni Pekins, Charlotte Ramsay

Staff attending: Rose Bebris

Minutes recorded by: Jenna Roberts

1. Call to order at 6:55
2. Motion to approve agenda--Susan, Bill—unanimous
3. July 19th minutes—no quorum of participants—wait to vote next meeting—consent agenda
4. Director's Report (see attached report)
 - a. Now that summer reading is over staff and leadership meeting resume
5. 2017 Budget and 2018 Budget Planning
 - a. Internet issues and bandwidth impacts phones
 - b. Not locked into a contract for # of phones
 - c. Board interested in looking at eliminating some phones to recoup costs needed to increase monthly service fee
 - i. Board request to get more information on quote and bandwidth needs (do we need more than the quote from January)
 - d. Consensus of the Board that budget remain constant with last year except where: 1. compelling needs arise or 2. lines are not accurately/adequately funded; 3. staff increases align with Town
 - i. Inaccurate funding example—travel, telephone, professional development
 - e. Future item→ consider looking at how are other libraries using funds from the friends
6. Chair Updates:
 - a. Discussion of professional development needs
 - b. Discussion of meeting with Friends re: payment of Friends sponsored activities
 - c. Concern with vacation policy and how vacation time was loaded
7. Treasurers' Report:
 - a. Accept monthly revenue of \$1,111.50—motion Bill; second Susan—unanimous
8. Friends Report
 - a. Received a \$700 puzzle—subcommittee to determine fundraising opportunities for the puzzle
 - i. Question about whether or not the picture selected has copyright
9. Old Business—table to go through leadership team first
10. New Business:
 - a. Initial policy review
 - i. Telescope policy—recommendation to contact telescope company for case or other carrying device—consensus to use funds from the Stuart Parker memorial gifts (approximately \$200)
 - ii. Consensus to post the approved version of the “Children's and Youth Adult Policy” approved 2017
11. Motion to Adjourn Carolyn/Dianne—unanimous