

**Durham Public Library
Board of Trustees Meeting
Minutes September 13, 2017**

Approved 12/13/17

Trustees attending: Jenna Roberts, Charlotte Ramsay, Bill Schoonmaker, Susan Roman, Nancy Webb, and Toby Ball.

Trustees excused: Dianne Thompson and Anne Knight.

Staff attending: Rose Bebris

Minutes recorded by Charlotte Ramsay

Meeting was called to order at 6:55.

The agenda was approved. Bill/Nancy – unanimous

The minutes from the 5/10/17, 5/24/17, and 6/14/17 meetings were approved with the following corrections:

Susan/Toby – unanimous

5/10/17 Trustee Anne Knight (not Wright)

5/24/17 Carolyn Singer was excused from the meeting and was not in attendance.

6/14/17 The door for Lisa Kleinmann's office will be ordered (not “has been ordered”).

7:00 Alternate Trustee Roni Pekins arrived.

7:05 Trustee Carolyn Singer arrived.

Non-Public Session

7:01 The Chair asked for a non-public session under RSA 91A:3, a, b, c. All trustees present voted in favor of the motion.

The Board discussed staff scheduling. Concerns include lack of staff accountability and staff hours worked exceed the amount budgeted. Substitute hours are now at 262% of the amount budgeted for the entire 2017 year and part-time staff is over 90% of the budgeted amount.

8:05 Toby Ball left the meeting.

8:26 The Board came out of non-public session by a unanimous vote of the trustees present.

Chair Update

The Board Workshop meeting is scheduled for 9/27/17. Rose and Jenna will decide if the meeting is needed.

Due to time constraints, the Board by consensus tabled discussion of job descriptions, professional development, policy, and library plaque recognizing Town Council and others who were involved in the building of the library.

Director's Report

The Director recommended hiring Rachael Moss for the UNH work-study position, to start 9/15/17. Charlotte/Susan – unanimous

The Library has decided to eliminate Open Mic due to poor attendance.

At the Director's recommendation, the Board authorized spending up to \$7500 for a Story Walk to be purchased and installed by the rain garden. The source of the funds TBD.
Carolyn/Bill – unanimous

Treasurer's Report

The Board accepted \$510.40 in unanticipated revenue. Charlotte/Susan – unanimous

Friends of the DPL Report

The Friends are having their membership drive in October, using a puzzle theme. Mike McClurken has donated a \$700 wooden hand-cut puzzle which will be raffled off. The Library has embraced the puzzle theme for the month of October and will be featuring all sorts of puzzle activities for both children and adults.

Library Friends Appreciation Week is in October. The Board agreed to supply refreshments for the DPL Friends meeting October 4th. Roni will arrange for the Durham Town Council to pass a resolution honoring the Friends of the DPL.

Old Business

The Board discussed possible holiday events but took no action.

New Business

At the recommendation of the Director, Bill moved and Carolyn seconded a motion to close the Library the Saturday after Thanksgiving (11/25/17). Jenna, Charlotte, Nancy, Bill, and Carolyn voted yes. Susan voted no.

Adjournment

The meeting was adjourned at 9:10. Charlotte/Susan – unanimous