

Durham Public Library
Heritage Room
Workshop Meeting of the Board of Trustees

Wednesday, June 27, 2018

Present: Charlotte Ramsay, Susan Roman, Carolyn Singer, Anne Knight, and Roni Pekins (Alternate). Andrew Sharp (Alternate but not yet sworn in).

Library Staff: Library Director Rose Bebris

Absent: Bill Schoonmaker, Nancy Webb, Jenna Roberts, and Erik Waddell (Alternate).

The meeting was brought to order by Vice Chair Charlotte Ramsay at 6:55 PM. Roni Pekins is appointed a voting member in the absence of Jenna Roberts.

1. Approval of Agenda
Motion to approve the agenda was made by Susan Roman and seconded by Anne Knight. All were in favor. Motion as amended passed.
2. Motion made by Susan Roman and seconded by Anne Knight to approve the Grievance Policy. All in favor motion passed.
3. Discussion of phase in of employee contributions in health insurance. No vote at this time.
4. Discussion of health insurance buyout. The recommendation is to grandfather in the one employee who received the buyout at 45%, although the town had previously reduced the buyout from 45% to 15% in 2016. Trustees were unaware of this change and had agreed to the 45% buyout. A motion was made by Susan Roman and seconded by Anne Knight to accept this recommendation. All in favor, motion carried.
5. Motion is made to amend the Personnel Policy regarding the Health Insurance Buy-out reducing the rate from 45% to 15% effective immediately. However, with Board approval this amount may be subject to negotiation with any future employee. Motion made by Anne Knight, and seconded by Carolyn Singer. All in favor, motion carries.
6. 2019 budget development priorities. Deadlines relative to budgets: wage break down is July 20, and the date for submission of the actual proposed budget is August 24.

7. Annual Appeal Process. Discussion focused on establishing a committee to oversee and execute the annual appeal and to get it out earlier this year. Rose will identify annual appeal funding priorities.
8. Updates. Director Rose Bebris attended the ALA Annual Conference in New Orleans. During the conference she met with our Atrium representative and has scheduled some training sessions. Michelle Obama was the keynote speaker. We are still pursuing an Administrative Assistant position.

Weeding at the library has been problematic. We have contacted an individual who might be interested and he is looking into liability insurance. We expect he would work 2 hours per week at \$25 per hour. Since the town owns the building and the grounds, we will discuss it with them prior to moving forward.

9. Carolyn Singer made a motion to adjourn the meeting, motion seconded by Susan Roman. All in favor, motion passed. The meeting was adjourned at 8:45 PM.

Submitted by Carolyn Singer