

DPL Trustees Meeting
March 9, 2016
Oyster River Room

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

Staff in attendance: Tom Madden Excused: Bill Schoonmaker Public in Attendance: None

Secretary: Holly Stark

- 1) 7:00pm Jenna Roberts called the meeting to order.
- 2) A motion to accept the agenda as amended was made by Nancy Webb with a second by Susan Roman – unanimous
Amendments – unanimous
- Move Advancement business earlier in the agenda after public comments
- 3) A motion to accept the February 2016 minutes as corrected was made by Nancy Webb with a second by Susan Roman – unanimous.
- 4) Public comments, correspondence or feedback.
 - From Luci Gardner to Margo expressing gratitude for securing books for the Friends sponsored book discussion
 - A patron commended Margo and Nicole for their help in finding resources that he needed
- 5) Advancement
Review of materials:
 - Workplan
 - Plan Recommendation
 - Adult Survey Feedback:
 - Take member out of adult survey
 - Should we consider an expert reviewing the survey
 - #3 “Main reasons” for using the library—take out main and ask reasons you use the library—use the child version
 - #5—Use the child version
 - Heading of second section should be materials & resources
 - Have #13 for adult mirror the children’s question (#9)
 - #9—add not applicable
 - Combine #16 and #17 and make the list examples
 - #18 please explain exceptional and below average
 - Make #11 the last question in that section; make #12 second to last—switch 11 and 13
 - #20—where would you like to see improvement
 - Take #6 from children and replace current #6
 - COMMENT AT TOP WITH SURVEY MONKEY
 - Children Survey Feedback:
 - Question #3—add→ after school hang out
 - Only have one computer question
 - Library events is in there twice
 - Incorporate discovery list from #6 and adding to #3
 - #3 typo—missing “to”
 - Drop #12

- #13—should we force them to limit
- #14—drop add
- #6 see “more of”
- COMMENT AT TOP WITH SURVEY MONKEY

ACTION STEPS:

- Holly to add recommendations, Toby to edit and Jenna to format—by the end of next week
- Take it to printer—Nancy (by way of Jenna)—100 copies of each
- Put it on survey monkey—Jenna
- Survey has to happen 4/2-4/7
- Nancy to talk to Andy Smith about survey coding and Andy to check the work

7) Bill Schoonmaker submitted the Treasurer’s report and it was presented by Chair Roberts

- A motion to accept unanticipated funds of \$982.73 was made by Susan Roman with a second by Dianne Thompson - unanimous.
- A motion to accept expenses of \$57,309.93, which includes the anticipated expenditure and unanticipated expenditures as detailed in February 2016 minutes, was made by Susan Roman with a second by Dianne Thompson - unanimous

8) Tom Madden presented the Director’s report

- Going forward, Tom will add to his reports usage data pertaining to databases such as that for genealogy
- A motion was made by Carolyn Singer with a second by Susan Roman to approve the hire of Katie Arey as Children’s Library Assistant - unanimous.
- A motion was made by Susan Roman with a second by Dianne Thompson to hire within the pool of candidates already interviewed a temporary sub to cover Alyssa’s 6 temporary vacated hours - unanimous.

9) Board Business

- A motion was made by Dianne Thompson with a second by Susan Roman for the Chair and Treasurer to present the \$68,000 (approx.) remaining in Federal Savings Bank account from the capital campaign to be allocated to a building maintenance fund. These funds may also be negotiated with the town to reduce the bond if the town does not agree with establishing a building maintenance fund- Unanimous
- Board meetings will now be held the second Wednesday of the month and the last Wednesday of the month at 6:45pm. The next meeting is a board working group meeting on March 30 at 6:45 - 8:45pm.

10) Friends report was given by Charlotte Ramsay

- Bi-laws were amended at the Friends last meeting
- A request for funding from the Garden Club was denied b/c the Friends wanted to keep their funds for programming within the library.

10) 9:30pm a motion to adjourn was made by Holly Stark with a second by Dianne Thompson - unanimous.