

DRAFT

Durham Public Library Board
Heritage Room
Meeting of the Board of Trustees
Tuesday, June 12, 2018

Trustees Present: Jenna Roberts, Charlotte Ramsay, Susan Roman, Anne Knight, Erik Waddell, Nancy Webb, and Roni Pekins

Library Staff: Rose Bebris

Absent: Bill Schoonmaker, Carolyn Singer, and Andrew Sharp

Meeting was called to order at 6:50 PM.

Minutes of May 9, 2018 and May 23, 2018 meetings were approved as submitted, with no changes.

Public Comment: A letter from Stephen Fellows was read, expressing concern regarding staff resignations. The Library Director reported she had received several positive comments.

Treasurer's Report

Co-treasurer Anne Knight gave the report. Revenue of \$657.54 accepted. Also, the Board approved expenses of \$13,380.09 for a check written to the Town of Durham for expenditures in excess of Appropriation in the 2017 Town Budget.

Director's Report

Rose Bebris note that as of June 12, 2018, library expenditures have consumed 35.77% of the budget. She also reported that the summer reading program is almost full. Two Library Assistant positions have been filled: one by Melissa Graykin and the other by Kevin Maier.

Strategic Planning

Since the Board strategic planning workshop was cancelled, Jenna suggested, and the Board agreed, that certain trustees would review various sections of the strategic plan.

Financial: Anne Knight and Bill Schoonmaker

Director Oversight: Jenna, Roni and Charlotte. Jenna will take the lead on the evaluation of the Library Director

Policies: Susan Roman

Community Outreach: Nancy Webb, Carolyn Singer, and Erik Waddell

DPL Friends Report

The Friends discussed issues regarding their bookstore. Too many books in bad condition are being donated, sorting books is laborious and time-consuming, there are too few volunteers for the sorting and revenue is down. Various remedies were discussed. The treasurer, Johanna Gwinn, is resigning effective 12/31/18. She is turning over the handling of museum passes to the Library Director in August.

Old Business

The 2019 budget was discussed. Comparative salary survey is not yet completed. Staffing levels

were discussed.

New Business

On behalf of the Personnel Subcommittee Susan Roman presented a draft of the Personnel Grievance Procedure. The Board discussed and reacted favorably. The subcommittee recommended that there be a vote on this procedure at the next Board meeting. Suggested amendments, corrections, or questions should go to Susan Roman.

The meeting was adjourned.

Submitted by Anne Knight and Charlotte Ramsay