

DRAFT

Durham Public Library Workshop Meeting of the Board of Trustees

Wednesday, May 23, 2018

Present: Charlotte Ramsay, Jenna Roberts, Susan Roman, Carolyn Singer, Anne Knight, and Erik Waddell (Alternate).

Library Staff: Library Director Rose Bebris

Guest: Andrew Sharp (Requesting to be an Alternate)

Absent: Bill Schoonmaker, Nancy Webb, and Roni Pekins (Alternate).

The meeting was brought to order by Chair Jenna Roberts at 7:00 PM.

1. Approval of Agenda
Motion to approve the agenda was made by Susan Roman and seconded by Charlotte Ramsay. Recommended change: add discussion on potential alternate and Library new hires. All were in favor. Motion as amended passed.
2. Andrew Sharp is recommended to be an Alternate. Motion made by Jenna Roberts, seconded by Susan Roman. All were in favor, motion passed.
3. Director's Recommendation to hire Library Assistants
Susan Roman made a motion to approve the hiring of Melissa Graykin and Kevin Maier (both 15 hours per week at \$18 per hour) contingent on final reference check, background check, and fingerprinting,. Seconded by Anne Knight. All in favor, motion passed.

The DPL Board gave the Library Director approval to move forward in posting the positions for Substitute Library Assistants.

4. Workshop topics.
Topic 1: Board Meeting Dates: Tuesday June 12th 6:45 PM; Wednesday June 27th – Milne Dedication at 6:00 PM, Board Meeting to follow.

Topic 2: Personnel Subcommittee to bring back to the DPL Board June 12th for discussion:

- Grievance Policy
- Salary adjustments

- Health insurance contributions costs
- Health insurance buyout

Topic 3: Discussion of what to cover in a separate Annual Report (in addition to the Town's financial report).

Topic 4: Going forward smaller working groups will be established; we will also set/review policies and processes for expenditures, annual appeal, professional development, tech plan, etc.

5. Chair Updates – Jenna Roberts
Charlotte and Jenna reiterated that the Trustees are 100% behind staff and will work to maintain the healthy environment now established. We also need to update the website, etc.
6. Carolyn Singer made a motion to adjourn the meeting, motion seconded by Charlotte Ramsay. All in favor, motion passed. The meeting was adjourned at 8:49 PM.

Submitted by Carolyn Singer