

Durham Public Library

Meeting of the Board of Trustees

Wednesday, May 9, 2018

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

Library Staff: Library Director Rose Bebris, Director of Children's Services Lisa Kleinmann, Alyssa Boucher, and Lisa (Li) Harling.

Guest: Luci Gardner

Absent: Bill Schoonmaker and Roni Pekins (Alternate).

The meeting was brought to order by Chair Jenna Roberts at 6:52 PM.

1. Approval of Agenda
Motion to approve the agenda was made by Anne Knight and seconded by Charlotte Ramsay. All were in favor. Motion passed.
2. Public Comments
Lucy Gardner spoke regarding the Personnel Policy and recommended changes to the grievance process to bring it in alignment with the Town's policy.

Susan Roman left at 6:58 PM.

Lisa Kleinmann read letters in support of Rose Bebris. All staff in attendance wanted to express their full support of the direction of the Library, and the professional guidance provided by Library Director Rose Bebris. Staff feel Rose is approachable, easy to talk to, and very supportive. Staff expressed their full and complete support and noted Library patrons love the changes and that patrons who have stayed away from the Library are returning.

See attached letter.

Susan Roman returned at 7:15 PM.

3. Approval of Minutes
Motion was made by Susan Roman, and seconded by Anne Knight to accept the April 11, 2018 minutes as amended. All were in favor, motion carried.
4. Treasurer's Report - Anne Knight
Motion to approve unanticipated funds of \$597.61 was made by Susan Roman, and seconded by Nancy Webb. All were in favor, motion passed.

Funds from People's United Bank have been transferred to Citizens Bank.

Charlotte Ramsay made a motion to accept the expenses of \$222.30, which was seconded by Susan Roman. All in favor, motion passed.

Topic for June: what account to use to pay the \$13,380,09 due to the Town.

5. Director's Report

Rose provided an update relative to Library activities. The Library budget is on track. Alarm pull station near children's room door repaired. Memorandum of Understandings will be developed for working with partner organizations. Rededication of Milne Sculpture is scheduled for June 27, 2018. Staff is pleased to welcome Jessica Ross as the new Adult Services Director. Fourteen applicants have applied for the position(s) of vacant library assistant. It is expected interviews will be conducted in mid-May. A trustee of the DPL has been invited and is welcome to sit in on the interviews. All staff from the Children's Department will attend the spring Children's Librarian of NH conference on May 17, 2018. Rose Bebris attended the 2018 Labor Law Training provided by the NH Department of Labor, May 8, 2018.

Rose wants to attend the ALA Annual Conference in New Orleans in June. Charlotte Ramsay made a motion to approve the usual and customary expenses associated with attendance (transportation, hotel, meals, etc.) seconded by Anne Knight. All in favor, motion passed.

6. Chair Updates – Jenna Roberts

Leadership meetings reconvened. Jenna clarified role of trustees in working with staff. Trustees need to go through Rose relative to the correct chain of command. Rose needs to delegate and prioritize staff time.

7. Friend's Report – Susan Roman, Charlotte Ramsay, and Nancy Webb

An update of the Friend's was given. The Friend's is also sponsoring the summer concert series.

8. Old Business –

Trustees will reconvene the Personnel Committee to continue working on and updating the Personnel Policy. Committee: Susan Roman, Charlotte Ramsay, Erik Waddell, and Roni Pekins if she is still interested. The conversation of Trustees establishing town email addresses continued. There are significant pros and cons that need to be thoroughly investigated before any decisions are made. Anne Knight also indicated she and Diane Thompson know they need to get back to working on the technology plan.

June 3, 2018 12:00 NOON – 4:00 PM is the date for the Strategic Planning Session. To be held at the DPL.

9. New Business - NONE

Carolyn Singer made a motion to adjourn the meeting which was seconded by Nancy Webb. All in favor, motion passed. The meeting was adjourned at 8:58 PM.

Submitted by Carolyn Singer