

Durham Public Library
Board of Trustees Meeting Agenda
Wednesday, November 13, 2019
6:45 pm
DPL Heritage Room

1. Call to order
2. Chair appointment of Alternate Trustees to serve as voting Trustees (Robin Glasser)
3. Approval of meeting agenda
4. Approval of Minutes (10/23/19)
5. Public Comments/Public Correspondence
Luci Gardner
6. Director's Report
 - Building issues update
 - Tech plan and purchases for 2019
 - Inter-library Loan progress report
 - EV Charger
 - 2020 Library Budget – Town Council reviews 11/18/19
7. Report on the Friends (meeting 11/3/19) – Susan Herhold
8. Treasurer's Report for October 2019– Anne Knight
9. Old Business
 - Status of Annual Appeal letter mailings– Erik Waddell
Steps needed to finish up mailing after “addressing party” 11/6/19 at 7:00.
 - How to publicize Annual Appeal?
 - Donation button on Library website – Erik Waddell
 - Discussion re having subcommittees of the Friends and the Trustees meet along with Library Director to establish trust and good will, to improve communication and to agree on a MOU
 - Status of 2020 Library Budget. Next steps
 - How to publicize and handle the new email address for the Trustees
BoardofTrusteesDPL@gmail.com
 - The contract with incoming Library Director Sheryl Bass is signed.
 - Transition plan: Interim Director and new Director will overlap mornings 11/18-11/21
 - (Items to be discussed at a future meeting)
 - Solar panel information sign
 - Amendment to Personnel Policies re Plus Rates
 - Purchase of display cabinets
 - Set 3 staff development days for 2020
 - Decide whether library should be closed or open the Saturday after Thanksgiving
10. New Business
 - Cancel 11/27 and 12/25 meetings. Set December meetings for 12/4 and 12/18 or just meet once in December on 12/11?
11. ADJOURNMENT

