

Durham Public Library  
Board of Trustees Meeting Agenda  
Wednesday, December 4, 2019  
6:45 pm  
DPL Heritage Room

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1. Call to order and welcome to Director Sheryl Bass
2. Chair appointment of Alternate Trustees to serve as voting Trustees (Robin Glasser)
3. Approval of meeting agenda
4. Approval of Minutes (11/13/19)
5. Public Comments/Public Correspondence
6. Director's Report
  - Tech plan and purchases for 2019
  - EV Charger
  - 2020 Library Budget – Town Council reviewed 11/18/19
  - Purchase of new set of Country Books for children/YA – approx. \$2000
7. Report from the Friends (meeting 12/4/19) – Susan Herhold
8. Treasurer's Report for November 2019– Anne Knight  
Annual Appeal donations through 11/30/19
9. Old Business
  - Report on Annual Appeal– Erik Waddell  
PayPal – procedure for recording and sending thank-you letters
  - Report from the Friends/ Trustees Committee to establish trust and good will, to improve communication and to agree on a MOU –Robin, Erik, and Anne
  - 2019 and 2020 Library Budgets. Next steps
  - Use of the new email address for the Trustees [BoardofTrusteesDPL@gmail.com](mailto:BoardofTrusteesDPL@gmail.com)
  - Set 3 staff development days for 2020
  - Decide whether to be open or closed the Saturday after Thanksgiving in 2020
  - To be discussed at a future meeting
    - Solar panel information sign
    - Amendment to Personnel Policies re Plus Rates
    - Purchase of display cabinets
    - Evaluate our charge for black and white copies
10. New Business
  - Discussion of the pros and cons of eliminating fines for overdue materials.
  - Initial priorities for Director Sheryl Bass

11. ADJOURNMENT

