

Durham Public Library
Board of Trustees Meeting Minutes
Wednesday, March 10, 2021
6:45 pm
Meeting Held by Zoom

In Attendance: Charlotte Ramsay, Andrew Sharp, Nancy Webb, Robin Glasser, Erik Waddell, Anne Knight

Absent: Carolyn Singer

Board Alternates: Stan Reczek, Martie Gooze

Observers/Guests: Susan Herhold, Susan Wagner

Library Staff: Library Director Sheryl Bass

- 1) Call to Order
 - a) The meeting was called to order by Chair Charlotte Ramsay at 6:47 p.m.
- 2) Chair Appointment of Alternate Trustees to Serve as Voting Trustees
 - a) Charlotte Ramsay appointed Stan Reczek as voting trustee in place of Nancy Webb and Martie Gooze as a voting trustee in place of Carolyn Singer.
 - i) Nancy Webb left the meeting at 6:53 p.m.
- 3) Approval of Meeting Agenda
 - a) A motion to approve the agenda was made by Anne Knight and seconded by Robin Glasser. All were in favor. Motion passed.
- 4) Approval of minutes (1/27/21 and 2/10/21)
 - a) 1/27 Anne Knight made a motion to approve, Robin Glasser seconded. All were in favor, motion passed
 - b) 2/10 Anne Knight made a motion to approve, Robin Glasser seconded. All were in favor, motion passed.
1. Public Comments/Public Correspondence
 - a. Mary Anne Krebs wrote to the library voicing her displeasure that library cards could not be renewed remotely.
 - i. Sheryl Bass was able to help her renew her card over the phone.
2. Friends' Report – Susan Herhold
 - a. Executive Meeting February 22, 2021
 - i. Will start a Monthly newsletter
 - ii. General Meeting on April 14th
 1. Start of a series of presentations by library staff featuring Jess Ross and her book art projects
 - iii. Friends decided not to donate books to a scholarship fund
 1. Passed opportunity on to Friends membership who might be interested

3. Treasurer's Report for February 2021 – Anne Knight
 - a. See Treasurer's Report
 - b. Martie Gooze made a motion to approve the treasurer's report. Erik Waddell seconded. All were in favor, motion passed.
4. Director's Report
 - a. Recommendation to keep Covid restrictions at the same level
 - a. Sheryl Bass recommended that current Covid restrictions remain in place for the time being.
 - b. Trustees reached consensus that current Covid restrictions should remain in place.
 - b. Tree management on Library property
 - a. Library was forced to close at 2:00 p.m. on Tuesday, March 2nd due to 2 trees being blown down on the library property
 - i. One missed the building by inches. One fell across the parking lot.
 - b. Two other trees on property should come down.
 - i. One tree that should also be removed is near the burial ground behind the building.
 - ii. Sheryl received a recommendation that ground penetrating radar should be down at edges of the burial ground to be sure that no bodies are still in the ground.
 - c. Server situation
 - a. The situation is complicated, but a temporary fix was created.
 - d. Minute Man security will test/update fire alarms
 - a. Durham facilities personnel believe this will resolve lingering issues with the Library's fire alarm.
 - e. New York Times Digital informed the Library that they will drop Durham if library doesn't agree to a \$800+ price increase.
 - a. Trustees reached consensus that the Library should continue the NY Times digital subscription, even with the price increase.
 - b. But the Trustees are annoyed by the price increase.
 - c. NY Times has a small number of users, but they use it a lot.
 - f. Update on the use of Bill Schoonmaker memorial funds
 - a. Family of Bill Schoonmaker is fully supportive of using memorial funds for the Library of Things.
5. Discussion and vote on granting Anne Knight life-time membership in the Durham Public Library in recognition of dedicated service.
 - a. Martie Gooze made a motion to grant life-time membership in the Durham Public Library to Anne Knight, beginning when she moves away from Durham. Erik Waddell seconded. 6 were in favor with 1 abstention. Motion passed.
6. Report from the Policy/Personnel Committee—Robin Glasser
 - a. Follow-up on comp time for full-time employees
 - b. Discussion on Board procedure for adopting new policies
 - i. Policy/Personnel Committee recommends that Board should be able to vote on proposed policies after a single reading because policies are first reviewed by the Personnel and Policy Committee.
 - ii. Voting on a proposed policy can be delayed if Board Members feel that is necessary.

- iii. The Board reached consensus to accept this change.
- c. Review and possible vote on new Programming Policy
 - i. Robin Glasser made a motion to accept the new Programming Policy. Andrew Sharp seconded. Motion passed unanimously with the understanding that the policy will be re-written to clearly delineate what is permitted and what is not permitted.
- 7. Report from the ad hoc Trustee by-laws committee- Stan Reczek
 - General approach and proposed timeline
 - a. Goal is to have a proposed draft of 4-5 pages for review at April 14th meeting.
- 8. Report from the Strategic Plan Planning Committee –Erik Waddell
 - a. Interviews have started with stakeholders.
 - b. In information-gathering process
 - c. Beth Newkirk has joined the Strategic Plan Planning Committee
- 9. Report from the Technology Committee – Sheryl
 - a. Goal is to have a revised technology plan completed and voted on by the end of 2021.
- 10. Adjournment
 - a. Robin Glasser made a motion to adjourn. Martie Gooze seconded. All were in favor. Motion passed.

Respectfully submitted by Andrew Sharp