DurhamPublic Library
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Durham Public Library
Board of Trustees Meeting Minutes
Wednesday, September 9, 2026
6:00 pm
Heritage Room

In Attendance: Sudie Blanchard, Kat Gatcomb, Robin Glasser, Callie Langton, Kim Sweetman, Susan Wagner

Board Alternates: Laura Mason, Joe Warzin (via Zoom)

Absent: Beth Newkirk, Martie Gooze

Observers/Guests: Linda Johnson (Friends liaison)

Library Staff: Library Director Sheryl Bass

1. **Call to order**
    a. Chair Robin Glasser called the meeting to order at 6:04 pm.
        i. A quorum of 5 Trustees was physically present.

2. **Chair appointment of Alternate Trustee to serve as voting member**
    a. Chair Robin Glasser appointed Alternate Trustee Laura Mason a voting Trustee in Beth Newkirk's absence.

3. **Approval of meeting agenda**
    a. Chair Glasser called for a vote of acceptance, as amended below. All were in favor. Motion passed.
        i. Add "Item 5. Approval of August 12, 2026, Minutes" and renumber the agenda items.
        ii. Postpone Item 8. Director's Action Items (Substitute Hiring), until the October meeting.

4. **Public Comments/Public Correspondence**
    a. Director Bass reported that the Library received donations from Riverwoods residents totaling $210 in honor of staff member Margo LaPerle's ILL service to them.
    b. A verbal complaint was received from a mother who was reminded that adults are not permitted to frequent the Young Adult area. Citing the Teen Room and Library Use Guidelines:

i. Adults and younger visitors are welcome to briefly browse for books in the Teen Room. However, the lounge area and activities are reserved exclusively for teens from 3-5 PM and given priority at other times to ensure they have a dedicated space to relax and engage. Exceptions may be granted during special library programs or with approval from the Library Director or their designee.

5. **Approval of the August 12, 2026, Meeting Minutes**
   a. Kat Gatcomb moved to approve the minutes, as amended below. Susan Wagner seconded. Five were in favor. Chair Robin Glasser, Kim Sweetman, and Callie Langton abstained since they were absent from the meeting. Motion passed.
      i. In the last item under Public Comments the word 'gang' was changed to 'group'.

6. **Friends of the Library Report – Linda Johnson**
   a. The next Friends meeting will be held on September 16
   b. The next book donation week is September 28 - October 3

7. **Treasurer's Report for August 2026 — Kat Gatcomb**
   a. See Treasurer's Report for complete details
   b. Kim Sweetman moved to accept the Treasurer's Report, as presented. Callie Langton seconded. All in favor. Motion passed.

8. **Director's Report –Sheryl Bass**
   a. See Director's Report for complete details. Recently scheduled noteworthy items include:
      i. Adult Programming
         1. An upcoming 4-week beginner session for Mah Jongg, limited to 12 participants, is fully registered.
         2. Deb Jarvis coordinated a beautiful Books in Bloom display combining local floral designers with books by regional authors. Chair Glasser noted to give Deb kudos for doing an outstanding job.
         3. Recent book events will include a Book Bunch discussion of *Archimedes Nesslerode*, and an upcoming author event with Keith O'Brien and his new book *Heartland*, a biography of Larry Bird. DPL is trying to work with Lee and Madbury more to stretch the programming dollars.
         4. The popular Jane Oneail will be presenting a lecture on Chuck Close and Photorealist painting.
      ii. Youth Programming
         1. Approximately 300 people attended the Durham/Lee/Madbury Libraries' joint end of summer Foam Party in August.
         2. The Lego Club filled up in 10 minutes from opening registration.

3. Thirty-five people attended the Magical Back to School event, with many young patrons dressing in Hogwarts attire.
4. For the fourth year Assistant Director Audra Lewis and Head of Youth Services Kelly Montagano will present a program in September to speak with an ORHS sociology class on picture books and their impact on child development.
5. Intergenerational story times will resume in September at Harmony Homes.

iii. Budget

1. The Library has spent 68% of its allocated operating budget and remains on target for the year.

iv. Other

1. A bumper crop of both Oyster River Middle School students and UNH students have visited the library and signed up for Library cards.
2. Two bills potentially affecting libraries and their employees have been recently passed into law. HB1184, Trespassing on Public Grounds, establishes a state-mandated process for issuing, extending and appealing "no-trespass" orders on municipal and school district properties. HB340-FN, Relative to Electioneering by Public Employees, was also signed into law.
3. Director Sheryl Bass and Head of Youth Services Kelly Montagano are collaborating on a proposal to the American Library Association for one of 25 public library early-childhood STEM grants of $5,000.

9. Director's Action Items - postponed until the October meeting.

a. Substitute Hiring

10. **2027 Budget**

a. Director Bass provided an annotated 2027 flat budget spreadsheet.
   i. To present a flat operational budget the trustees will need to increase their contribution to the operating budget (currently ~ $20,000 annually) by 86%. The Trustees would be absorbing all the inflationary costs of the budget.
   ii. If the Town requires additional cuts beyond the budget presented, the Library will likely need to reduce open hours per week.
   iii. Budget meetings with Adminstrator Selig and the Town Council are upcoming.

11. Personnel/Policy Committee

a. Policy Discussion: Computer Policy

i. Director Bass spoke about the use of Roblox, an online platform and game creation system that allows users to program and play

games created by themselves or other users. The platform has the potential to introduce bad actors to the users of the Roblox features on Library computers. The question is whether to allow chatbots on Library computers, and/or whether to restrict their use by age groups. It was agreed that a fuller discussion will be taken up by the Policy and Procedures Committee.

12. 2026/2027 Annual Appeal: Approval of Letters

- **a.** Callie Langton and Kim Sweetman presented drafts of the 2026-2027 Annual Appeal letters to be sent to community members and local businesses. After a discussion of minor adjustments to the letters, it was agreed that Callie and Kim should proceed to prepare final copy for the letters.
  - **i.** Sudie Blanchard moved to approve the letters with the discussed recommendations. Kim Sweetman seconded. All in favor. Motion passed.

13. Adjournment

a. Kat **Gatcomb** moved to adjourn the meeting. Callie Langton seconded. All in favor. Motion passed. Meeting adjourned at 7:17 pm.

Future meetings 2nd Wednesday of each month **6:00 pm**. Oct 14; Nov 12 (Thursday); Dec 9.

Respectfully submitted,

Susan Wagner
Secretary