

DURHAM PUBLIC LIBRARY
MINUTES OF BOARD OF TRUSTEES MEETING
January 8, 2008

The meeting was called to order at 7:42 PM. Present were Mary Ryan, Anne Mueller, Valerie Kilmartin, Jane Eriksen, Rosemarie Naples, , Lynn Johnson, David Turley, Mark McLaughlin, Lynn Stanwood and Robert Booz..

I. Public Comments/Correspondence – Colin Turley made a presentation of his proposed Eagle Scout project to clean up the library's gardens by weeding, removing and replacing mulch, edging. The project may also include some planting.

II. Minutes – Rosemarie Naples moved that the Minutes of the November 13, 2007 meeting be approved. Lynn Johnson seconded. The motion passed unanimously.

III. Financial Reports

A. Treasurer's Report – Anne Mueller did not have a formal Treasurer's Report.

B. Director's Financial Report – Valerie Kilmartin presented the Director's written Financial Report for November and December 2007. Valerie noted that repairs and servicing expenses are ahead of last year's at this time.

IV. Librarian's Report – Valerie Kilmartin presented the written November and December 2007 Library Director's Report and the November and December 2007 Children's Department Report.

V. Committee Reports

A. PALS- Jane reported that at its last meeting PALS had voted to fund one-half of the library self-check out project proposed by Valerie Kilmartin. Jane also reported that many restaurants have already agreed to participate in Taste of Durham.

B. Building & Maintenance Committee – There was a discussion regarding the need for replacement of at least the border sections of the carpeting in the lower level and for the walls in the stairwell and lower level to be painted.

VI. Old Business

Budget – The proposed budget approved at the last board meeting needs to be submitted by January 15th. Valerie Kilmartin and Jane Eriksen reported on their attendance at the Joint Board of Selectman & Commission Meeting on Monday, January 7, 2007, including the need to consider the capital improvement plan for the library. The board discussed the projects proposed by Valerie Kilmartin. David Turley moved that the board contribute one-half the cost, not to exceed \$10,000, of a book self-check out kiosk out of the development fund. Mark McLaughlin seconded. The motion passed unanimously after a lengthy discussion of the impact on the development fund balance, the benefit of the kiosk to the public and the over-stretched staff, as well as the need to reorganize the library's reference and computer areas to improve child safety and improve the circulation desk to make it more user-friendly and functional for staff and patrons. Anne Mueller moved that the Board add to its proposed budget a line item for \$25,000.00 for the child safety reorganization project. Rosemarie Naples seconded. The motion passed unanimously.

VII. New Business –

A. Capital Improvement Plan – Valerie suggested that the needed lower level painting, chair-rail installation, and carpeting replacement be added to the library’s capital improvement plan. David Turley asked what had happened to the plan to have the town engineer make a structural assessment of capital improvements needed in town buildings. Valerie reported that at the Joint Meeting it was announced that due to the high cost of hiring the town engineer to perform that assessment, it was decided that the town Sanitarian Bill Milardo and Building Inspector Richard McManus will make the assessments. Valerie will try to have one of them come to the library in time for adding any items they note to the CIP.

B. Director’s Evaluation – Valerie Kilmartin presented her revised Director’s goals for the board to review.

The Board’s next meeting will take place on February 19, 2008 at 7:30 PM.
The meeting adjourned at 9:43 PM.

Respectfully submitted,

Mary B. Ryan, Recording Secretary