

DURHAM PUBLIC LIBRARY
MINUTES OF BOARD OF TRUSTEES MEETING
November 18, 2008

The meeting was called to order at 7:40 PM. Present were Valerie Kilmartin, Jane Eriksen, Mary Ryan, Lynn Johnson, Mark McLaughlin, Anne Mueller, and Lynn Stanwood, and David Turley. Bob Booz and Rosemarie Naples were absent from the meeting.

I. Public Communications / Comments – none

II. Minutes - Minutes of the October 14, 2008 meeting were distributed and read. Anne Mueller moved that the minutes be accepted. Lynn Johnson seconded. The motion passed unanimously.

III. Treasurers' Reports

A. Treasurer's Report – Anne Mueller presented her written 1st Quarter 2008-2009 Treasurer's Report.

B. Director's Report – Valerie Kilmartin presented the Director's written Financial Report for October 2008. Valerie informed the Board that as a result of a building assessment undertaken by the Building Safety Committee the lighted exit signs in the library must be replaced. The estimated cost of \$800 will be deducted by the town from the library's building maintenance budget line item. Valerie informed the town that it is likely that budget line item will have a short fall.

IV. Librarian's Report – Valerie Kilmartin presented the written October 2008 Library Director's Report. The written October 2008 Children's Librarian's Report was distributed to the Board.

V. Committee Reports –

A. PALS – Jane Eriksen reported that the PALS meeting will be on November 19, 2008 and that PALS will provided refreshments in addition to those provided by Board members at the Renovation Completion celebration.

B. Building & Maintenance Committee – Landscape Plan – Valerie reported that Dick McManus noticed that the furnace chimney bricks were falling. The town has hired someone to repair it. Valerie stated that Al Chmura has been retained as the HVAC repair provider for town buildings. Lynn Stanwood reported that the Memorial Garden Committee will meet after the holidays to decide which plants they want, section by section, before seeking quotations. Lynn Johnson reported that she sent a note to Lou Hinman apprising him of the status of the garden plans.

C. Nominating Committee – Lynn Stanwood presented the slate of candidates for 2008-2009 and moved the ballot for:

President – Jane Eriksen
Vice-President – David Turley
Secretary – Mary Ryan
Treasurer – Anne Mueller
Correspondence Secretary – Lynn Johnson

Lynn Johnson seconded. The motion passed unanimously.

VI. Old Business

A. Renovation Completion / Ceremony – The Board discussed the completion of the relocation and renovation of the computer room, media room and front desk and the reactions of staff and the public.

The ceremony to commemorate completion of the renovation project is scheduled for Saturday, December 6, 2008 from 2:00 to 4:00 PM. Specifically to be invited are: the Board of Finance, the Board of Selectmen, Phil Goodrow of the Exchange Club, Sharon Griffin of the Peach Pit Foundation, and Mary Stare Wilkinson.

B. ACLB Convention Report – Jane Eriksen, Lynn Johnson, Lynn Stanwood, and Valerie Kilmartin attended the ACLB Convention on October 31, 2008. The attendees reported on the worthwhile programs they attended. In particular they described the session on the findings about who most supports libraries and where to concentrate fundraising efforts.

C. Annual Evaluation of Director – postponed.

VII. New Business –

A. 2008-2009 Budget – All town boards and departments received a memo from Town Hall asking them to present voluntary budget cuts to their current fiscal year budgets. Valerie sought clarification whether a certain dollar amount of percentage was targeted, but told there was no target. The Board reviewed the budget and discussed the impact of cuts. It was decided that \$1500 could be taken from the Programs budget.

B. Revised Internet Policy – In light of the newly configured computer room, Valerie presented a revised Internet Use Policy, which the Board reviewed and discussed. It will be voted on at the next meeting.

C. Other – The December meeting is canceled.

The Board's next meeting will take place on January 13, 2009 at 7:30 PM.
The meeting adjourned at 9:16 PM.

Respectfully submitted,
Mary B. Ryan
Recording Secretary

RECV'D: Office of the Town Clerk
December 10, 2008 at 10:28pm