

DURHAM PUBLIC LIBRARY
MINUTES OF BOARD OF TRUSTEES SPECIAL MEETING
April 8, 2008

The meeting was called to order at 7:37 PM. Present were Jane Eriksen, Valerie Kilmartin, Lynn Johnson, Lynn Stanwood, Mary Ryan, David Turley, Rosemarie Naples, and Bob Booz. Mark McLaughlin and Anne Mueller were absent.

I. Public Communications / Comments –

Jane Eriksen read a letter from the Board of Finance requesting that representatives of the Library Board of Trustees attend the public Budget informational meeting on Monday April 14, 2008 at 8 PM at CHRS.

Diana Carras of the Durham Garden Club made a presentation of a garden proposal for the rear of the library. She indicated that many of the plants suggested would be donated by Garden Club members but some the Board would have to finance. Board members asked a number of questions and praised the overall design. Jane Eriksen made it clear though that the Board's landscaping priority was clean up, mulching, and planting needed replacement plants the front of the library facing Main Street and the entrance facing Maple Avenue.

Colin Turley made his second presentation and informed the Board that he had obtained approval of his Eagle Badge landscape project from Troop 27 leaders. Colin asked to set a date for clean-up and mulch application. Colin and a small group will perform raking and basic stick pick-up on Saturday April 12th. The major clean-up and mulch application is scheduled for Saturday, April 26th.

II. Minutes - Minutes of the February 19, 2008 meeting were distributed and read. Bob Booz moved that the minutes be accepted with the correction of two typographical errors. Dave Turley seconded. The motion passed unanimously.

III. Treasurers' Reports

A. Treasurer's Report – Anne Mueller was not present but she had dropped off a Treasurer's report which Valerie Kilmartin shared with the Board.

B. Director's Report – Valerie Kilmartin presented the Director's written Financial Report for February & March 2008. There was nothing out of the ordinary to report.

IV. Librarian's Report – Valerie Kilmartin presented the written February & March 2008 Library Director's Report and Children's Librarian's Report to the Board.

V. Committee Reports –

A. PALS – Jane Eriksen reported that book sorting in preparation for the June book sale has started. No further book donations can be accommodated at this time. PALS is quite concerned about having enough help moving books onto the sale tables and having a source to remove the unsold books now that Lake Grove is no longer available perform these services. The focus is now on obtaining high school students to assist. Anyone knowing an institution that would be willing to accept the unsold books and remove them should let Valerie or Jane know.

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B. Building & Maintenance Committee – While in the process of sorting books, the extra carpet tiles stored in the downstairs closet have been uncovered. Valerie will ask Tim from the town crew if he can install them to replace badly damaged tiles in the lower level. Jane will look into obtaining new water-hog mats for the front entry to replace the tattered ones now in place.

VI. Old Business

A. Budget – Valerie reported that she was informed that the Board of Finance has approved Christine Tkaczyk's position upgrade, agreed to increase two staff members hours from 32 to 34 hours per week, but rejected increase another staffer's hours from 19 to 24 hours per week. Valerie did not have details regarding the Board of Finance's actions with respect to the rest of the budget requests. She was asked to follow-up with the Finance Director and let Board members know in advance of April 14th if any changes were made that she strongly feels will interfere with library operations.

B. Landscaping Plans – Discussed as part of the Public Communications and Comments portion of the meeting.

C. Acquisition Policy – discussion postponed.

VII. New Business –

There was a discussion regarding how to honor long time library volunteer Alma Hinman who recently died. Her family requested that memorial donations be made to the library and funds have already been received. There was a preliminary discussion of creating a memorial garden with some of those funds to the right of the entrance and below the entrance hall windows and the palladium window.

The Board's next meeting will take place on May 13, 2008 at 7:30 PM.

The meeting adjourned at 9:10 PM.

Respectfully submitted,

Mary B. Ryan, Recording Secretary