

Durham Public Library Board of Trustees
Minutes
January 12, 2016

Meeting called to order at 7:32 pm.

Present: Shari Adams, Bob Booz, Jane Eriksen, David Foster, Lynn Johnson, Anne Mueller, Mary Ryan, Kary Strickland, David Turley and Trish Connolly.

- I. **Public Comments/Communications** – There were no public communications.
- II. **Minutes from Meeting of December 8, 2015** – Jane Eriksen moved to accept the minutes, seconded by Lynn Johnson. Minutes accepted unanimously.
- III. **Financial Reports** –
 - A. Board – Shari Adams presented the report identifying the status of Board funds.
 - B. Librarian – The budget to actual expenditures to date are consistently within expectations.
- IV. **Librarians' Reports**
 - A. Director –
 - o The Director's report discussed long term trends. Detailed reports showing 20 years of metrics were discussed. The comparative numbers for Durham, the State average and average of similar size towns were discussed. This information will be integrated into the strategic planning discussions for 2016.
 - o There was an extended discussion about the computers in use at the Library. Of the 12 computers in use, seven are still running the unsupported Windows XP operating system. Patron complaints about the slowness of the computers and incompatibility with new applications were discussed. The current contract with LION provides three new computers each year. The strategic change in Library use of emerging technologies in addition to hardbound materials was considered. It was decided that rather than requesting a budget variance for additional new technology, a laptop use policy was entertained. The Director will determine how to integrate laptops with existing resources.

- The LION intra library loan program was discussed. The Library is not in conformance with other participating libraries. Anne Mueller moved and Mary Ryan seconded a motion: “The Board respects the LION policy of intra library loans and modifies our policy to be in line with other libraries in our lending and holds policy”. This will reinforce reciprocity and still protect the holds placed on materials by Durham residents.

B. Youth Services – There were no outstanding items noted.

V. Committee Reports

- A. PALS – This is the 20th anniversary of the Taste of Durham. PALS has been successful in recruiting local restaurant participation. Hyperlinks will be added to the Library website to automatically direct to the Taste of Durham page.
- B. Maintenance – No new issues were discussed, however, there are still many outstanding issues that need to be resolved during the coming months. New staffing of maintenance from the Town was noted.
- C. Strategic Planning – The Strategic Planning Committee will be meeting in late January to discuss Board and Director roles.

VI. New Business

- A. Taste of Durham – The topic was discussed during the committee reports section of the agenda.
- B. Agenda for February Meeting – The key topic focus of a meeting was very successful for our December 2015 budget planning exercise that we will be focusing on a single topic for the February 2016 meeting. It will be strategic planning.

VII. Old Business – None noted

Adjourned 8:35 p.m.

Respectfully submitted,

Robert Booz, Secretary