

DURHAM PUBLIC LIBRARY  
MINUTES OF BOARD OF TRUSTESS SPECIAL MEETING  
July 12, 2005

The meeting was called to order at 7:30 PM. Present were Jane Eriksen, Valerie Kilmartin, Lynn Johnson, Mary Ryan, Lynn Stanwood, and Rosemarie Naples. Mark McLaughlin, Anne Mueller, David Turley and Bob Booz were absent.

**I. Public Communications** – none

**II. Minutes** - Minutes of the June 14, 2005 meeting were distributed and read. Lynn Johnson moved that the minutes be accepted. Rosemarie Naples seconded. The motion passed unanimously.

**III. Treasurers' Reports**

**A. Treasurer's Report** – none.

**B. Director's Report** – Valerie Kilmartin presented the Director's Financial Report and stated that she expects to be on target at fiscal year end.

**IV. Librarians' Reports** – Valerie Kilmartin presented the written Library Director's Report and Children's Librarian's Report to the Board for June 2005.

**V. Committee Reports** –

**A. PALS** – Jane Eriksen reported that the “flamingos” fundraiser will be retired in the fall. The Book Sale was a success. Jane reminded everyone of the PALS cocktail party on Friday 8/19/05 at 5 PM.

**B. Building & Maintenance Committee** – Valerie Kilmartin reported that the HVAC system upgrade and dehumidifier installation are complete. There was a discussion about some patrons turning off the dehumidifiers during meetings. Valerie will tape the controls and post notices that the dehumidifiers are not to be turned off. The sorry state of the library gardens was discussed and it was decided that the front garden over the septic tank is to be sodded.

**VI. Old Business**

**A. HVAC** – see Building & Maintenance Committee report above.

**B. Policy Review and Update-** Valerie presented a revised Unattended Children Policy and Meeting Room Use Policy and Procedures for review by the Board member. After discussion of some changes Valerie was asked to present clean copies incorporating the change at the next meeting..

**VII. New Business** – The August 2005 Library Board of Trustees meeting is cancelled.

The Board's next scheduled meeting will take place on Tuesday, September 13, 2005 at 7:30 PM.

The meeting adjourned at 8:45 PM

Respectfully submitted,

*Mary B. Ryan, Recording Secretary*