

DURHAM PUBLIC LIBRARY  
MINUTES OF BOARD OF TRUSTEES MEETING  
January 13, 2009

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

**I. Public Communications / Comments** – The library staff sent a thank you note to the Board.

**II. Minutes** - Minutes of the December 9, 2008 special meeting were distributed and read. Lynn Johnson moved that the minutes be accepted. Anne Mueller seconded. The motion passed unanimously.

**III. Treasurers' Reports**

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

**B. Director's Report** – Valerie Kilmartin presented the Director's written Financial Report for November - December 2008.

**IV. Librarian's Report** – Valerie Kilmartin presented the written November - December 2008 Library Director's Report. Valerie announced that the YA librarian Christine Tkaczyk received a baby for adoption on December 26, 2008, Dorothy Delia. Christine is one of three fulltime librarians and will be out on maternity leave for three months paid with accumulated sick pay and out for a fourth month unpaid. Anne Mueller moved that Valerie be authorized to request a budget supplement of 10 additional paid hours per week to hire staff to cover some of Christine's duties. Lynn Johnson seconded. The motion passed unanimously. Valerie distributed the written November - December 2008 Children's Librarian's Report to the Board.

**V. Committee Reports** –

**A. PALS** – Jane Eriksen reported that the Taste of Durham will be February 7, 2009 and tickets are now on sale at the library circulation desk. Dave Turley moved that Valerie be authorized to close the library early at a time within her discretion on Saturday, February 7, 2008 to allow for Taste of Durham set-up. Rosemarie Naples seconded. The motion passed unanimously.

**B. Building & Maintenance Committee** – Jane reported that she and Valerie will be attending the Joint Meeting of Town Departments and Commissions on Wednesday, January 14, 2009. At that meeting the following items which have not been addressed by the town will be raised: status of plan to replace exit signs, building assessment including life expectancy of major structural and mechanical elements, leaking roof which town crew is patching on an on-going stop-gap manner, grounds keeping responsibility, buried in use oil tank that needs to be moved above ground, ceilings in main stacks area that needs painting, etc.

**VI. Old Business**

**A. 2009-2010 Budget** - Valerie reported that the 2009-2010 budget was submitted as discussed in December. To date she has not heard any comments on it. The budget will be presented to the Board of Finance on March 3<sup>rd</sup> but Valerie does not know the date for presenting it to the Board of Selectmen.

**B. Internet Policy** – This policy was discussed in October. Jane made a few comments regarding corrections that need to be made. Valerie will email copies of the revised version prior to the next Board meeting when it will be reviewed.

**C. Planting Design** – Lynn Johnson reported that she and Lynn Stanwood are going to set up a meeting date to discuss plans.

**D. Other** – Valerie distributed her Director's Goals FY 2007-2008. The Board accepted the director's goals and commended her upon completion of her goals and the wonderful job she has done during the past year.

**VI. New Business** – Jane Eriksen reported that Bruce Schmotlach voluntarily refinished several library tables and did a beautiful job.

The Board's next meeting will take place on February 10, 2009 at 7:30 PM.

The meeting adjourned at 9:12 PM.

Respectfully submitted,

*Mary B. Ryan*

Recording Secretary