

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

The meeting was called to order at 7:29 PM. Present were Anne Mueller, Lynn Stanwood, Mary Ryan, Bob Booz, Rosemarie Naples, Jane Eriksen, David Turley, and Cyndi Shirshac, as Acting Director of Valerie Kilmartin. Lynn Johnson, Mark McLaughlin and Valerie Kilmartin were absent.

**I. Public Communications** – None

**II. Minutes** - Minutes of the September 8, 2009 meeting were distributed and read. Anne Mueller moved that the minutes be accepted. Rosemarie Naples seconded. The motion passed unanimously.

**III. Treasurers' Reports**

**A. Treasurer's Report** – Anne Mueller did not have a Treasurer's Report because she just received the bank statements.

**B. Director's Report** – Cyndi Shirshac presented the Director's written Financial Report for September, 2009. Cyndi reported receipt of a \$2000 donation for the Memorial Garden from the Durham Garden Club, and of a \$5000 donation from the Stare Foundation.

**IV. Librarian's Report** – Cyndi Shirshac presented the September 2009 written Library Director's Report.

**V. Committee Reports**

**A. PALS** – Jane reported that PALS is continuing to work on book sorting and people are encouraged to help out on Wednesday evenings. The Book Sale will start October 23<sup>rd</sup>. Jane also reported that Jay and Will Conroy were a big help last weekend when they moved many boxes of books from storage to the sales tables. Also some high school boys have been in this past week assisting with moving boxes of books.

**B. Building & Maintenance Committee** – Bob Booz reported that the exterior architectural lighting installation is complete. Bob Islieb intends to install 25 watts bulbs in the carriage lights on each side of the door to the original library and have them also on a timer. They will illuminate the door.

Cyndi reported that the old in ground oil tank has been removed. Jane will determine if the bollards have been installed in front of the new above ground oil tank and if not, she will contact Kurt Bober for an estimated installation date.

Lynn Stanwood reported that there is a matching grant of \$2500 available from the Rockfall Foundation which could be used for the PALS / continued Memorial Garden in the rear of the library. The application deadline is November 12<sup>th</sup> and requires the submission of a garden planting plan. Lynn will work with Amy Sampson who designed the Memorial Garden to get the grant application submitted.

Jane requested that the Building & Maintenance Committee perform another building walk-through and list of items that need repair. Mary Ryan was asked to coordinate the walk-through.

**C. Nominating Committee** – Jane appointed Rosemarie Naples and Robert Booz to act as the Nominating Committee and return with a slate of candidates at the next meeting.

**VI. Old Business** – Jane stated that she realized the Board has not discussed the Director's list of goals and she will consider whether to put that discussion on the agenda for next month.

**VII. New Business** –

**A. Handicap Parking** – Cyndi reported that some patrons have complained about the location of the handicapped parking spaces and the lack of blue signage other than on the pavement. The Board will look into this matter.

**B. Other** – None.

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

The meeting adjourned at 8:13 PM

Respectfully submitted,

*Mary B. Ryan, Recording Secretary*