

APPROVED 12/8/09

DURHAM PUBLIC LIBRARY
MINUTES OF BOARD OF TRUSTEES MEETING
November 10, 2009

The meeting was called to order at 7:34 PM. Present were Anne Mueller, Lynn Stanwood, Mary Ryan, Rosemarie Naples, Jane Eriksen, David Turley, Valerie Kilmartin, and Lynn Johnson. Mark McLaughlin and Bob Booz were absent.

I. Public Communications – none

II. Minutes - Minutes of the October 13, 2009 meeting were distributed and read. Rosemarie Naples moved that the minutes be accepted. Anne Mueller seconded. The motion passed unanimously.

III. Treasurers' Reports

A. Treasurer's Report – Anne Mueller distributed the July & August 2009 Treasurer's Report.

B. Director's Report – Valerie Kilmartin presented the Director's written Financial Report for October, 2009.

IV. Librarian's Report – Valerie Kilmartin presented the October 2009 written Library Director's Report and Youth Services' Report. Valerie reported on several meetings with Town Building Inspector Dick McManus. Dick determined that the library building is the only town building that meets the criteria for an energy grant distributed by the state under the Recovery Act. The Library's Energy Audit performed earlier in the year is one of the pieces of documentation that will be used to as part of the grant application due November 19th for funding to insulate the building and install lighting reflectors so that lower wattage bulbs can be utilized. There was also some discussion about using motion detectors on some stack lighting.

V. Committee Reports

A. PALS – Jane reported that the PALS book sale, while well attended on Saturday was not as financially successful as last year's event. Jane expressed sincere thanks and gratitude to Zack Lavigne and Jason Siegel for their help with set-up and clean-up moving of boxes of books. Jane also stated Glenn from Pro-Quo, a Massachusetts company, is expected to remove all the remaining books next week. Several boxes of selected left over book sale books were shipped to Posie Wilkinson, who is in her first year as a teacher in the Teach for America in a very disadvantaged school.

B. Building & Maintenance Committee – Mary Ryan reported that the Building & Maintenance Committee had not met or conducted an updated building walk-through to document needed repairs/maintenance items. Mary stated she'd sent out an email to committee members that morning asking them to provide a list of available dates and times to meet.

Valerie Kilmartin stated that Dick McManus felt that the cost of the recent servicing and repairs to the HVAC compressor serving the original and 1985 sections of the library was reasonable. He felt due to the quality of the compressor compared to what is available today that it is still more cost effect to continue to repair the old compressor than to replace it.

Rosemarie Naples reported that at the Board of Finance meeting Kurt Bober had confirmed that the old underground oil tank had been removed and the installation of the new above ground tank completed.

Lynn Johnson reported that she and Pat Murawski had rolled up and stored all the hoses for the season. Lynn stated more mulch will be needed in the spring to cover the drip lines in the new Memorial Garden.

Lynn Stanwood has prepared the Rockfall Foundation matching grant application for \$2500 as much as she can before meeting with Amy Sampson to have her prepare a draft garden design and planting list for the rear garden. The deadline is very soon and Lynn hopes to be able to meet with Amy in time.

VI. Old Business – Election of Officers – Rosemarie Naples stated that as a subscriber to the maxim “if it aint broke, don’t fix it” she asked all the current officers if they would be willing to serve another term. She nominated the following slate of officers:

Jane Eriksen	-Chair	Mary Ryan	-Recording Secretary
David Turley	-Vice-Chair	Lynn Johnson	-Correspondence Secretary
Anne Mueller	-Treasurer		

Lynn Stanwood moved that the slate be accepted as proposed. Anne Mueller seconded. The motion passed unanimously.

VII. New Business –

A. Director’s Evaluation Schedule – Valerie Kilmartin will distribute to board members via email her updated List of Goals. The Board will take this matter up at its December meeting.

B. Holiday Hours – In keeping with past tradition Valerie asked that the Board approve holiday closings. Dave Turley moved that the library close at 5 PM on Wednesday, November 25th, remain open on the town holiday, Friday, November 27th, and on Saturday, November 28th of Thanksgiving weekend and that the library be closed on Christmas Eve, December 24th and New Year’s Eve, December 31st as well as Christmas and New Year’s Day. Lynn Johnson seconded. The motion passed unanimously.

C. Other - Mary brought to the Board’s attention a community-wide outreach program implemented by New Milford Hospital to fight childhood obesity and promote healthy diets. That program involved not only a complete revamping of the food served at the hospital, but also establishment of a Youth Chef program, establishment of a Farmer’s Market, close affiliation of local farmers with the hospital’s food procurement program, and the development of a fund-raiser special edition of the Tractor-Mac children’s book series by Connecticut author Billy Steers called Tractor Mac – Farmer’s Market. Given Durham’s agricultural history, existing local farms, recent formation of an Agricultural Commission and the Durham Farmer’s Market, as well as the annual Tractor Ride-in and Durham Agricultural Fair, Mary felt that the library might want to consider initiating a community program along the lines of One Book, One Community rather than just purchase the Tractor Mac – Farmer’s Market edition to add to the Children’s Collection.

The Board’s next scheduled meeting will take place on Tuesday December 8, 2009 at 7:30 PM.

The meeting adjourned at 9:04 PM

Respectfully submitted,
Mary B. Ryan, Recording Secretary