

## **New Durham Public Library Trustees Approved Minutes**

New Durham Public Library Trustees' Meeting

June 6, 2017

At the New Durham Public Library

**Members present:** Lee Newman, Laura McCarthy, Rich Leonard, Bill Kendrick

**Others present:** Cathy Allyn, Library Director

**Call to Order:** Lee Newman called the meeting to order at 7:06 PM

**Public Input:**

There was no public input.

**Approval of Minutes:**

Rich Leonard made a motion to approve the minutes of the May 2, 2017 meeting, as written. Laura McCarthy seconded. The motion passed.

**Financial Report:**

Submitted by Rich Leonard, Treasurer.

Operating Account Balance \$4,109.94

Trustee's Account Balance \$ 10,190.56

For the period ending May 31, 2017.

The Trustees signed the invoice register.

Bill Kendrick made a motion to accept the Treasurer's Report. Lee Newman seconded. The motion passed.

**Director's Report:**

Mrs. Allyn stated that the various May programs were well received by the participants. The walk-way study is still in progress.

The third reading of Library Policy: Circulation of Library Materials was conducted. Lee Newman made a motion to accept. Laura McCarthy seconded. The motion passed.

Cathy reported the library received a Children's Literacy Foundation (CLiF) Rural Libraries grant, one of 12 awarded in New Hampshire and Vermont for 2017-2018, which entails \$2,000 worth of new children's books and a \$250 grant to support a program initiative for the library; \$500 worth of new children's books for New Durham School and fall and spring storytelling presentations for all NDS students, as well as the opportunity for all students to select two new books of their choice at the spring event; and two storytelling presentations for local childcare and preschool programs, both of at which the preschoolers may select two new books of their own.

Another CLiF Grant (Summer Reads) was received, which will provide a Story Teller and book giveaway in the summer.

A new Town web-site will be on line next week.

Storage/building/extension is still under discussion. Storage for tables, chairs, and some books is needed. Safety is a concern.

May was a very busy month. Circulation was up. E-books were up. Concerns were raised about the continued funding of the very popular inter-library exchange if the proposed federal budget passes.

Cathy's Review was discussed. Laura McCarthy made a motion to accept the review. Lee Newman seconded. The motion passed.

**Old Business:**

The walkway is still being discussed with the Town.

The Circulation Policy was updated. Bill Kendrick made a motion to accept. Laura McCarthy seconded. The motion passed.

Carpet tiles were discussed. Cathy stated that the Somersworth Library uses them successfully. The price is pretty much the same from various installers. The target ate for installation will be the Fall.

A meeting policy for the Trustees was discussed. This included proper behavior and etiquette during meetings, cell phone use and attendance.

**New Business:**

Library keys were discussed and it was agreed that the only people with keys would be the Director and Staff members. Laura McCarthy made a motion that that the Director and Staff would have possession of library keys. Rich Leonard seconded. The motion passed. Rich Leonard turned in his key.

A motion was made to adjourn by Rich Leonard. Lee Newman seconded. The motion passed and the meeting adjourned at 8:38 PM.

Respectfully Submitted,

William Kendrick, Secretary