

New Durham Public Library Trustees' Meeting  
June 4, 2019 7:00 p.m.  
New Durham Public Library

Members Present: William Meyer, Kelly Gibson, Lee Newman, John Michaud, Laura McCarthy

Others Present: Cathy Allyn, Library Director

*Call to Order:* Chairperson William Meyer called the meeting to order at 7:05 p.m.

*Agenda Review:* There were no changes.

*Public Input:* None

*Approval of Minutes:*

**Motion by Laura McCarthy to approve the minutes of May 7, 2019, as written; second by Kelly Gibson. The motion carried unanimously.**

*Financial Report:*

Treasurer Gibson reported she has paid invoices and everything is reconciled. A copy of the full report was available for review.

**Motion by John Michaud to approve the financial report; second by Lee Newman. The motion carried unanimously.**

The Trustees signed the invoice register.

*Director's Report and Informational Items:*

Library Director Cathy Allyn reported on the month of May. Walkway Garden replanting to take place in September. Discussion on hyper heating units/propane furnaces/propane wall units and costs; site visit by Suburban Propane on June 13, 2019, so we will need to continue this discussion. Staff member Mara Robertson's last day will be June 19, 2019, as her family is moving to FL. Review of Library programs, attendance, and costs. Farm Field Trip had 50 in attendance.

*Old Business:*

Discussion ensued regarding the Story Pole lighting; efforts underway to get it just right.

*New Business:*

Next meeting we skip July 2, 2019 (1st Tuesday of the month), however, we may need to meet for new employee approval.

Hours for outside lighting are acceptable.

Trustees signed paper work for hiring part time employee, Library Substitute.

*Policies:*

Supervised Visitation Library use policy – **Motion by Ms. McCarthy to approve the policy for Supervised Visitations; second by Mr. Newman. The motion carried unanimously.**

Ms. Allyn will call Waypoint in Manchester to confirm that we work with Dover.

*Adjournment:*

**Motion by Ms. McCarthy at 7:26 p.m. to adjourn; second by Ms. Gibson. The motion carried unanimously.**

Respectfully submitted,

*Laura McCarthy, Secretary*