

New Durham Public Library Trustees Meeting
September 7, 2021 7:00 pm
New Durham Public Library
2 Old Bay Road New Durham NH 03855

Members Present: Chairperson William Meyer, Richard Leonard, Patrice Mitchell, John Michaud.

Others Present: Library Director Cathy Allyn, Incoming Director Caitlin Frost.

Call to Order/ Agenda Review: Chairperson Meyer called the meeting to order at 7:00 pm.

Approval of Minutes: August 3, 2021.

Motion made by Chair Meyer to approve the minutes of August 3, 2021, as written; second by Richard Leonard. Michaud-aye; Mitchell-aye; Leonard-aye; Meyer-aye. The motion carried unanimously.

Financial Report: Mr. Leonard, Treasurer.

Mr. Leonard reported that all bills have been paid. The operating budget stands at \$23,725.11 and the Trustees' account is \$11,355.53. Mr. Leonard presented graphs and lists to indicate how the budget is allocated yearly.

The Trustees had previously reviewed the invoice register via e-mail and approved by reply.

Motion made by Chair Meyer to accept the financial report as written; second by John Michaud. Michaud-aye, Mitchell-aye, Chair Meyer-aye, Leonard-aye. The vote carried unanimously.

Director's Report and Informational Items
September 2021
For the month of August 2021

No staffing problems during the director's vacation period, thanks to great staff members stepping up to save the day.

Began new director's training.

Ms. Allyn's last official day will be September 11.

She has been working on finalizing the reports for all the grants.

Staffing: Staffing issues were discussed.

Budget Approval and Presentation: The Trustees scheduled a meeting for September 21, 2021 to complete the budget approval after obtaining more information.

Any Other Business: None.

Schedule Next Meeting: The Board scheduled its next regularly scheduled meeting for October 5, 2021 at the library.

Adjournment:

Motion at 8:03 p.m. by Mr. Leonard to adjourn; second by Chair Meyer. Chair Meyer-aye, Mr. Leonard-aye, Mr. Michaud-aye, Ms. Mitchell-aye. The vote passed unanimously.

Respectfully submitted,
Patrice Mitchell