**New Durham Public Library Trustees Draft Minutes**

New Durham Public Library Trustees’ Meeting

November 7, 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**: Rich Leonard called the meeting to order at 7:05 PM

**Public Input**:

There was no public input.

**Approval of Minutes**:

Bill Kendrick made a motion to accept the minutes of the October 3, 2017 as written. Laura McCarthy seconded. The motion was passed unanimously.

**Financial Report**:

Submitted by Rich Leonard, Treasurer.

Library account $302.55

There was $4,191.65 in expenses.

Rich will be requesting an installment of $5,000.00 from the Town.

Trustee’s Account:

There was a deposit of $220.00 into the account with a total of $10,329.36 as of October 3,2017.

Laura McCarthy made a motion to accept the financial report. Lee Newman seconded and the motion passed unanimously.

**Director’s Report**:

Director’s Report and Informational Items

November 2017

for month of October 2017

A patron will make PowerPoint presentations for the library. She put one together for the budget presentation.

Felicitas Tucker (Paint Night artist) has agreed to make a new rendition of the library for our stationery. I sent her photographs and a copy of the old sketch.

Thanks to Rich Leonard for donating apples for Storytime and the CLiF event.

The Children’s Literacy Foundation (CLiF) kickoff presentation was a huge success. We had 23 adults and 41 preschool children. Each child was able to choose two books to bring home. We treated CLiF founder Duncan McDougall to lunch here at the library, then went to the school to make two presentations to students there. Sheryl and I had set up all of the CLiF books at the school library on the Friday before the event, so I would be able to do quick book talks on a sample of them. We then brought the books back to the library. Most have been catalogued and are on display. I’ve sent on a thank you note (along with some done by Storytime kids) to the Jockers Family Foundation, which paid for New Durham’s books.

FIRST LEGO Jr. team began –It is a young team, with three kindergarteners, one first grader, one second grader, and a third grader.

Wind event – our internet was out for a week during the power outage event – library was closed Monday.

Halloween was another success. We did 35 Jack and Jill shows for 260 people. There was so much feedback regarding the black lights and effects that I want to invest in more of the same (black light, strobe, etc.). We received positive feedback on Facebook.

The silent auction of the 15 wooden 3-D puzzles netted the Friends $388.49.

Jerry Katz paid for a year’s library membership at the Wright Museum. He has done this in the past.

Governor Wentworth Arts Council gave us $100 for programming geared toward the arts. This grant has been $150 in the past.

Parent/Child Paint Night was such a success that our waiting list will fill the next session.

Dana Joy came to look at options for us regarding heating. His estimate has not yet arrived, but it appears that we could remove the furnace and install a heat unit that would use the ductwork. This would be a boon, as the bathrooms were freezing last year, and the office was not as warm as the year before when we were using the furnace exclusively. The unit would be set up high in the utility room, leaving us with space for storage of chairs and tables. Yay! We will need to replace the furnace anyway due to its age, so this looks like the best of both worlds if it can happen.

Pottery from the pottery class was on display.

Sheryl, Sue, and I attended the Town Employee Appreciation Lunch at Johnson’s. It was a great event.

Sheryl, Sue, and Annie did a major clean-out and reorganization of the staff room. I bought several clear containers to store items by category.

DPW is understaffed and unavailable to bring heavy items to Town Hall basement.

**Old Business**:

Library expansion will be discussed later.

2018 Budget was discussed including salary increases and additional hours for part time help.

The Budget will be presented to the Budget Committee on November 15, 2017.

**New Business**:

The Collection Development Policy was accepted as written.

Rich Leonard made a motion to adjourn at 8:15PM and seconded by Lee Newman and was passed unanimously.

Respectfully Submitted,

William Kendrick, Secretary