

New Durham Public Library Trustees' Meeting
March 6, 2018 7:00 p.m.
New Durham Public Library

Members Present: Lee Newman, Rich Leonard, Laura McCarthy
Absent: William Kendrick, Joan Martin

Others Present: Cathy Allyn, Library Director

Call to Order: Chairperson Lee Newman called the meeting to order at 7:10 p.m.

Agenda Review: There were no changes.

Public Input: There was no input.

Approval of Minutes: **Motion by Rich Leonard to approve the minutes of February 6, 2018, as written; second by Laura McCarthy. The motion carried unanimously.**

Financial Report: Rich indicated there had been a duplicate entry in last month's report on the Trustees' account, and that he had corrected it. He provided statements for both the Trustees' and Operating accounts, and also transaction details for the Operating account.

He reported that the balance to date for the Operating account is \$1,152.42, and \$14,007.41 for the Trustees' account, which reflects the correction.

He said he had requested the first payment of \$5,000 from Town Hall for the Operating account.

Motion by Lee to approve the financial report; second by Laura. The motion carried unanimously.

Members signed the invoice register.

Director's Report and Informational Items – Library Director Cathy Allyn said she had begun the planning stages of the Oral Histories project. Several volunteers and staff members will handle different aspects of the endeavor. She provided a proposal submitted by an individual who did a project like this at Plymouth University. She reported that she'd spoken with the Historical Society about that group contributing something to the project – they meet next in April and will discuss it.

Our new hire is working out incredibly well – she has already proven herself invaluable due to her technology skills and will be leading an upcoming class.

Cathy attended a grants workshop with the idea of possibly requesting money for an artist for next year's Summer Reading Program. She spoke with a

representative about applying for a Health grant in order to bring in an artist for caregivers.

Lisa completed the State Survey and Cathy provided members with copies.

All clay work is completed for Story Poles. Sarah Burns will handle the glazing, firing, and installing of poles. The boulders will come from the gravel pit and river rock is to be purchased.

Focus! work is on exhibit – this was a successful program. The participants got a lot out of it and the instructor was wonderful to work with.

Russian arts and crafts are on display to usher in the upcoming Russian cultural event on March 10. We're asking a \$5 donation toward the \$10 per person cost for the wooden eggs, stands, and paint.

New Business

Oral History Project - **Motion by Laura that the Trustees provide up to \$1,000 for the Oral History project to get started; second by Rich. The motion carried unanimously.**

Faberge Eggs - **Motion by Laura that the Trustees make available funds to cover the cost of supplies, if needed; second by Rich. The motion carried unanimously.**

Employee Hiring Policy – Cathy suggested the Board consider writing a library specific policy.

By-laws Articles VI and VII – First Reading; Cathy provided the board with the articles to review.

Adjournment – **Motion by Rich at 7:57 pm to adjourn; second by Laura. The motion carried unanimously.**

Respectfully submitted,
Cathy L. Allyn

