

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

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

Absent: Lee Newman

Others Present: Cathy Allyn, Library Director

Call to Order: Chairperson William Meyer called the meeting to order at 7:04 p.m.

Agenda Review: There were no changes.

Public Input: None

Approval of Minutes:

Motion by John Michaud to approve the minutes of April 9, 2019, as written; second by Kelly Gibson. The motion carried unanimously.

Financial Report:

Treasurer Gibson stated she had paid all invoices, but that she was unable to reconcile the Operating Account because the Bank of America bill has not yet come in. A copy of the full report was available for review.

Motion by Laura McCarthy to approve the financial report; second by Mr. Michaud. 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 April. The library held eleven programs for children and twelve for adults. Attendance and total circulation are up.

Swenson carpet cleaning secured for a May 4 cleaning. Paul Nixon installed a drip edge on the over porch, worked at removing ruts on lawn, will work with Wendy Anderson on the garden and edging, and is looking for a cover for the septic.

Ms. Allyn reported on the Friends of the New Durham Library meeting: Friends will pay for the magic show and the puppet show. All passes have been applied for; Friends added Canterbury Shaker Village.

Passes this year: State Parks (\$105 – 2 adults and up to 4 dependents), Strawberry Banke (\$250 – 2 adults and 4 children; two passes per day), The Fells (\$100 – 2 adults and all accompanying children), NH Farm Museum ((\$75 – 2 adults and their children), Canterbury Shaker Village (\$100 – 2 adults and 2 children, additional family members at half price), Wright Museum (thanks to an individual), NH Boat Museum (thanks to an individual).

Authorization letter faxed to Bank of America regarding new treasurer.

Library stats (attendance and circulation 2018 and 2019Q1) sent to Budget Committee.

Bookcase for Historical section donated by Bill Kendrick, and Richard McCormack to build a bookcase for the Children's Room.

Website renewed; added malware scans and removal to correct hack for additional charge (two years: \$134.16 for security and \$239.76 for website for a total of \$373.92)

Doyon Electric came in and will provide an estimate regarding hyperheat units.

Old Business:

Story Poles lighting – Lee Newman sent in the Westinghouse 1000 lumen solar light he purchased. Chair Meyer is to see if it will work for our needs.

Yoga Classes –The Board agreed to continue underwriting the program, splitting the cost with the Friends.

New Business:

Summer Reading Program entertainment –

Motion by Ms. McCarthy that the Trustees pay \$422.00 for the Mad Science show for the Summer Reading Program; second by Mr. Michaud. The motion carried unanimously.

Garden – The Board reviewed the estimate by landscape architect Wendy Anderson for drainage and renewal of the front garden. Ms. McCarthy said it was a reasonable amount to repair the most attractive garden in town, saying it was the first thing people see when they come into New Durham. Ms. Allyn indicated the Friends of the Library were willing to put some money toward the project.

Motion by Ms. McCarthy that the Trustees pay for half of the cost of the garden restoration, up to \$1,000; second by Mr. Michaud. The motion carried unanimously.

Policies:

Supervised Visitation Policy – first reading – Ms. Allyn said we could not stipulate no food as part of the policy, as other patrons are allowed to eat snacks in the building. Chair Meyer suggested review of the policy at home. Ms. Allyn is to determine what the Parent Aide rules are, out of the Dover Waypoint office.

Any Other Business:

Treasurer Gibson asked about the public computer situation. Ms. Allyn said the IT company has one of the two that had been offline working.

Adjournment:

Motion by Chair Meyer at 7:35 p.m. to adjourn; second by Treasurer Gibson. The motion carried unanimously.

Respectfully submitted,

Cathy L. Allyn