

New Durham Public Library Trustees Draft Minutes

New Durham Public Library Trustees' Meeting
April 4, 2017 7:00PM
New Durham Public Library

Members Present:

William Kendrick, Richard Leonard, Joan Martin, Laura McCarthy, Lee Newman
Others Present: Cathy Allyn, Library Director

Call to Order/ Agenda Review:

Lee Newman called the meeting to order at 7:06PM

Public Input:

There was no public input.

Approval of Minutes:

Motion was made by William Kendrick to approve the Minutes of March 7, 2017 as written, seconded by Laura McCarthy. Motion carried with Joan Martin abstaining. A motion was made by Richard Leonard and seconded by Lee Newman to approve the minutes of March 27, 2017 and the motion carried.

Financial Report:

Richard Leonard stated that he is working on the financial report which consists of the invoice register and all financials reviewed by e-mail. He has paid all the bills except Anne Davis. He is getting used to the system and will give an update soon.

Director's Report and informational items:

Cathy Allyn reported that the Board of Selectmen approved the art project.

The paperwork for the Treasurer has been completed.

The condition of the walkway into the library was brought up. It is in tough shape. The Town Administrator suggested paving instead of using concrete. Scott said that other areas of the town were being paved and he would check and see if this work could be added.

Cathy added a special note to check the Digital Newsletter.

Old Business:

Joan Martin stated that there may be a Capital Reserve Fund held by the town that could be used to fund some projects.

Cathy Allyn suggested that carpet tiles be used in the children's area. A question was raised about the need to put this out for bid estimates. Cathy would look into it.

Richard Leonard stated he would check with Bill Meyer to see what his thoughts had been on utilizing the Trustees' Account.

New Business:

Cathy Allyn presented the First Reading of Library Policy III: Circulation of Library Materials. She provided a copy to each member. It was the consensus of the board to have the Library Director, Cathy Allyn go through the Policy III to make changes and corrections at her discretion. She will present it to the board next month.

Cathy Allyn informed the body of the upcoming NHLTA Conference which will be held on May 23, 2017 at the Grappone Conference Center.

Laura McCarthy indicated that she registered for the orientation class in Hooksett.

Adjournment:

Motion to adjourn the meeting at 8:00PM was made by Richard Leonard, seconded by William Kendrick.

Motion carried.

Respectfully Submitted,

William Kendrick, Secretary