

**NEW DURHAM LIBRARY
BOARD OF TRUSTEES**

**Minutes
January 5, 2010**

The meeting of the Board of Trustees of the New Durham Public Library was called to order at 6:30 p.m., at the library by Chair Richard McCormack. Trustees present were Fred Quimby, Nancy Rhoades, Joan Martin, and Lee Lilljedahl. Also present was Library Director, Max Crowe.

Approval of Minutes.

Meeting of November 3, 2009: *On a motion by Fred, seconded by Nancy, the minutes of the November 3, 2009 meeting were unanimously approved as presented.*

Meeting of December 15, 2009: *On a motion by Fred, seconded by Joan, the minutes of the December 15, 2009 meeting were approved as presented. Nancy and Lee abstained.*

Financial Report. *Fred reported we have \$4,256 in the operating budget, and \$3,705 in the Trustees' account.*

Acceptance of Donation (Terry Jarvis). Terry Jarvis presented a pastel of the library done by Rick Fogg in 1991 to the Trustees in honor of her father and mother. It was with great appreciation and many thanks that the Trustees accepted this very special gift, which will be hung with a plaque noting the donation of the gift.

Report of Library Director Max Crowe.

- **Library Statistics.** Max commented on the statistics from November and December, saying he was quite happy with both and that, for December, attendance, circulation, and computer usage were all up from last year.
- “Kilowatt” Program in Place. Max stated that patrons may check out a kilowatt meter to check home usage; they are available for a two-week loan.
- **After School Library Program.** Max said he's trying to start an afterschool program for elementary school kids. He said he has been discussing this with the school and potential volunteers, and it could possibly be every Thursday, and might involve crafts, languages, etc.
- **Volunteers through Workplace Success.** **He said this program is for people who have been out of work for awhile and, therefore, don't have recent references. He said it's a government-sponsored program where participants can do volunteer work to build up their references, and he's planning on having the library participate in the program, noting that we could have a volunteer for up to 20 hours a week, but then when that person got a job, he/she would leave.**
- **Artist's Reception.** Chris Shields, a new artist in town, is working on a project for the children's room, and will also have other works on display. A reception will be scheduled.

Old Business

- **CIP Update.** Fred reported that \$3,650 was transferred from CIP funds. He commented that Iain MacKenzie did not have time to get the back door overhang done before the snow came, so that project is on hold until spring. Max added that selectmen at their meeting last night reduced our Capital Reserve Fund for facilities, which may put installation of the new carpet on hold for awhile. We are

awaiting minutes of that meeting for details.

- **NH Energy Co-op Grant Report.** Fred said our proposal was approved by the NH Energy Co-op and the vendor, and \$1,039 has been sent to the company, which is half of our half. He said the remainder will be due when the job (replacing all fluorescent bulbs and the ballasts) is completed.
- **Budget Report.** Max said our proposed budget was approved with slight changes, one of which was that Cathy Allyn's proposed salary increase will be prorated over two years, and that a new job description outlining her duties as children's librarian will be written.
- **Library Surveys.** Max said the survey forms are ready and are available at the desk and at the elementary school. It was suggested that they be sent home with the school children.

New Business

- **Seeing Eye Dog Training Program.** Max said he was approached by a patron, who is very involved in the seeing eye dog training program, and who asked if a dog, far along in the program, and a trainer could use the library for some training activities. The consensus was that it would be okay as long as it is only one dog at a time.

Pending Projects

- **Director Self-Evaluation/State of the Library.** Max presented his self evaluation and the state of the library for Trustee consideration. This will be discussed at the next meeting.
- **Sidewalk Trench.** *Richard pointed out that this project of digging a trench along the sidewalk to keep water from icing up the walk did not get done in the fall. He said the trench is supposed to be 12" deep and filled with stone; there was some discussion about adding a PVC pipe with holes in the trench.*

Next Meeting: The next scheduled meeting will be Tuesday, February 2, at 6:30 p.m.

Adjourned: *On a motion by Fred, seconded by Joan, the Board voted unanimously to adjourn the meeting at 7:10 p.m.*

Respectfully submitted,

Lee Lilljedahl
Secretary