

## DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

**Date and Place:** July 21, 2011, DPL

**Present:** Doug Bencks, Ann Windsor, Art Young, Meridith Davidson, David Moore, Jenna Roberts, Lisa Pfeiffer, Emily Smith, Tom Madden, Sibylle Carlson

1. **CALL TO ORDER:** Meeting called to order at 6:35 PM
2. **Approval of Meeting Agenda:** so moved by Carlson, seconded by Davidson. Approved.
3. **Approval of minutes from June meeting:** so moved by Davidson, seconded by Young. Approved.
4. **Treasurer's report and acceptance of unanticipated funds.** Moore moved and Davidson seconded accepting \$900.76 in unanticipated funds. Approved. Young moved and Roberts seconded accepting \$51,979.97 in capital campaign contributions since the June BOT meeting. Approved.
5. **Director's Report:** Due to a loss of money to the town from the state, the town has asked for a level-funded budget for next year. Madden reported he probably will not increase staff hours or hours the library is open in order to achieve this. The budget will be addressed in more detail in OPCOM.
6. **Operations Committee Report:** Questions addressed in the meeting are what will be the total numbers for the new library, how much money will we be able to raise and how much will be needed from a bond issue. The town needs the CIP by mid-August.
7. **Campaign Actions:** Windsor reported \$417,790 has been raised to date. They will have a press release when they start the Community Phase and will announce we have reached half our goal. There are subgroups working on specific projects.  
Young reported on Community Outreach. He reported identifying 81 potential contacts from a meeting 2 weeks ago and 16 volunteers to date have agreed to work. 40 neighborhoods have been identified. Training dates have been set up for July 28, and August 8 and 11.
8. **Communications Committee:** The committee selected a new logo – On The Move. It was voted to order 3 ½ inch button decals: so moved by Young, seconded by Roberts, all approved.  
Bencks went to a Zoning Board Meeting and got approval for the sign. He is getting bids.  
Bencks is working with Sandi Mitchell for letters of support from community groups. There was a discussion of tasks and timeline for COMCOM for there are many upcoming events. Next mtg 8/9 at 8:30 at DPL.
9. **Friend's Report: No report.**
10. **Building Actions:** Time will be spent fine-tuning estimate numbers. One architect Doug has been working with is moving one, but there is time to get to know someone new. There was discussion of whether to give a library card with a major donation if asked. No clear decision was made.
11. **Other Business:** Windsor suggested not asking residents too far ahead of time if they plan to vote for the library, for they may say "no" while they have

very little information and may vote negatively because they don't want their taxes to go up.

**12. Adjournment:** Meeting adjourned at 8:50 PM, so moved by Moore, seconded by Davidson, all approved.

**Respectfully submitted,**

**Sibylle J. Carlson, Secretary**

**Next regular meeting Thursday, August 18, 2011, 6:30 PM**