Derry Public Library
Board of Trustees Meeting Minutes
New Hampshire Room
Monday, January 13, 2020

Present:  Kristen Mari (Chair), Heather Paradzick (Vice-Chair), Dorianne Haverty, Pete Marcotte (Co-Treasurer), Caitlin Powers (Co-Treasurer), Elizabeth Greenberg (Secretary), Valerie Roche, Cara Potter (Library Director), Susan Brown (Assistant Director).

Absent:  Richard Tripp (Council Liaison)

Meeting was called to order at 6:30pm by Trustee Mari.

Move to Non-Public Session:

Trustee Marcotte made a motion to move to Non-Public Session per RSA 91-A:3,II (a).The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Seconded by Trustee Greenberg. Roll Call Vote: Y Trustee Mari, Y Trustee Paradzick, Y Trustee Haverty, Y Trustee Marcotte, Y Trustee Powers, Y Trustee Greenberg, Y Trustee Roche.

Motion passed 7-0.

Public session reconvened at 7:20pm.

Amendments to Agenda:

- Trustee Mari requested DPL Director Transition questions under NEW BUSINESS.
- Trustee Paradzick requested to discuss under NEW BUSINESS an update for the Strategic Planning, Personnel, and Policy Committees.

Acceptance of Minutes:

Motion to approve the December 16, 2019 public minutes as amended by Trustee Mari. Seconded by Trustee Roche. Motion passed 6-0-1 with Trustee Paradzick abstaining.

Motion to approve the January 9, 2020 non-public minutes as amended by Trustee Roche. Seconded by Trustee Greenberg. Motion passed 7-0.

Treasurer’s Report:

- Trustee Powers presented the Treasurer’s Report which was accepted by the Board.
  - General Fund FY20 - 50% through the year. DPL has expended 48.9% of the budget.
  - Health Benefit line item continues to run over.
  - Special Revenue Fund FY20 - doing very well. Balance increased $2,000 from previous month.
Director’s Report:
- Director Potter presented the Director’s Report which was accepted by the Board.
  - Trustee Mari praised Reference Librarian Natasha Bairamova for managing the DPL Instagram account, which now has 710 followers.
  - Trustee Roche and Trustee Marcotte commented on the successful raffle basket put together by Circulation Librarian Julie Brown which sold $441 in tickets in December 2019.
  - Trustee Powers shared positive recognition from a very happy DPL patron who is pleased with the Teen Services in available for her special needs son and with her child's interactions with Teen/Reference Librarian Erin Moulton.

Gifts:
- A $100 gift from Betty Turner via credit card in honor of the family of Michael Gerrish designated for the Children’s Room.
- A positive thank you card from DPL patron, Craig Levinsky, to DPL Staff, particularly Head of Circulation Julie Gilchrist and the circulation employees.

NEW BUSINESS:
- Review and approve proposed FY21 DRAFT budget
  - The Board will meet to discuss the proposed FY21 DRAFT budget on January 27, 2020 upon receiving the revised MRI comparative analysis.
- Filing period for BOT seats - January 22, 2020 – January 30, 2020
  - Seats up for election-Trustees Roche, Paradzick, and Haverty.
  - Trustees Haverty and Paradzick announced that they will not file to run. Trustee Roche announced she intends to file.
  - Trustee Haverty requested the Board consider recommending her for appointment as a BOT Alternate. Alternate appointments are made by the Derry Town Council at the first meeting after the election.
- DPL Director Transition
  - Trustee Mari asked Director Potter questions regarding her director transition recommendations and a list of director benefits.
- Strategic Planning Committee
  - Trustee Paradzick requested the Board prioritize the BOT election process and recruitment for a new DPL Director, and therefore suspend policy, strategy and personnel committee activity until further notice. The Board agreed.

OLD BUSINESS:
- MRI Employee Compensation Study
  - The hard copy of the study had not arrived by the time of the Board meeting.
  - The Board will discuss the MRI Employee Compensation Study analysis at a January 27, 2020 meeting.
• Fees for meeting room usage
  o Director Potter shared “Groups that Have Used the DPL Meeting Room July 1- December 31, 2019” reports sorted by month and name upon request of Trustees Marcotte and Roche.
  o Trustee Marcotte commented the majority of groups are non-profit utilizing the meeting rooms, and after the upcoming primary election, half of the political groups will not use the meeting room.
  o Trustees Marcotte and Roche are no longer interested in pursuing charging fees for meeting room usage.

ADJOURNMENT:

Motion to adjourn by Trustee Marcotte. Seconded by Trustee Haverty. Motion passed 7-0.

• Meeting adjourned at 7:59pm.

  Next meeting is Monday, January 27, 2020 at 6:30pm in the New Hampshire Room

Minutes respectfully submitted by Danielle Mullins, Recording Secretary