

Board of Trustees Meeting Minutes
Meeting Room Side A
Monday, April 17, 2023

Present: Rachel Armstrong (Chair), Caitlin Powers (Treasurer), Monica Cataldo (Secretary), Margaret Ives, Lorraine Lindenberg, Pete Marcotte, Meryle Zusman (Trustee Alternate), Erin Spencer (Town Council DPL Liaison), Eric Stern (Director), Lisa Carvalho (Recording Secretary)

Absent: Elizabeth Greenberg (Vice Chair), Victoria Austin (Trustee Alternate)

PUBLIC SESSION:

Amendments to Agenda:

There were no amendments to the agenda. Trustee Lindenberg noted the correction of “NHTLA” in the 3/20 minutes.

Acceptance of Minutes:

Motion to accept the Minutes of the Board of Trustees meeting held on March 20, 2023, as corrected, by Trustee Armstrong. Seconded by Trustee Cataldo. Motion passed 6-0. Trustee Powers abstained.

Treasurer’s Report:

- Treasurer Powers suggested we start looking at projects to accomplish in 2023/24 with remaining FY23 funds. She noted that the numbers are falling closer in line to the anticipated bottom line this year than in previous years.

Director and Staff Reports:

- Director Stern brought attention to the Policy section of the report. We have had consistent interest from outside groups to use the digital message center sign. He encouraged discussion and the Board chose to remain strictly adhered to our policy which allows sign use only for library programs (or programs that DPL is involved in) and municipal entities.
- Regarding the current Patron Code of Conduct Policy, there was discussion around this policy’s lack of content around food/allergy issues and the importance of addressing this issue within the Policy Committee. Director Stern sent this to the department heads, and they will reply with comments. Trustee Alternate Zusman asked if there were food/allergy policies at other libraries. Director Stern reported that there are none in GMILCS.
- Trustee Ives commented that the Author Fest was wonderful and commented how nice the location of the pollinator garden will be. She also commented positively on the out of state inquiries on our website.
- Taylor Library and DPL were pick-up places for bags and gloves for Go Green Derry.
- Trustee Cataldo commented on the success of Author Fest and how smoothly it went thanks to the work of Erin Robinson. She did a wonderful job in preparing although she unfortunately could not attend in-person on the day.

Gifts:

There were no unusual gifts between meetings.

Motion to accept any and all unrestricted monetary gifts received between the last Board of Trustees meeting and this meeting by Trustee Powers. Seconded by Trustee Armstrong. Motion passed 7-0

Correspondence:

There was no correspondence.

Announcements:

There were no announcements.

Public Comment

There was no public comment.

NEW BUSINESS:

- Trustee Officers assignments for 2023/2024:
 - Chair - Rachel Armstrong
 - Vice Chair - Elizabeth Greenberg
 - Treasurer - Caitlin Powers
 - Secretary - Monica Cataldo

Motion to approve our Trustee Officers for the 2023/2024 cycle, with all officers remaining in their current roles, by Trustee Armstrong. Seconded by Trustee Cataldo. Motion passed 7-0.

- Trustee Committee assignments for 2023/2024:
 - Policy Committee – Trustees Cataldo, Ives and Armstrong
 - Personnel Committee – Trustees Ives, Marcotte and Greenberg
 - Strategic Planning Committee - Trustees Cataldo, Ives and Armstrong
 - Finance Committee – Trustees Marcotte, Powers and Lindenberg

Motion to approve our DPL Committee's members for the 2023/2024 cycle, with all officers remaining in their current roles, by Trustee Armstrong. Seconded by Trustee Lindenberg. Motion passed 7-0.

- Discuss re court-ordered supervised visitations and possible policy amendment(s): Director Stern made comment on the March ULAC meeting, a consortium of “urban” NH library directors (representing communities with populations in excess of 13,500). Many larger NH libraries were “sounding the alarm” that they have had problems with court-ordered supervised visitations. There were 4 large visitation centers in the state that were closed near the onset of the Covid pandemic. Public libraries have since become the default location for many court-ordered supervised visitations. These meetings were moved from places that have security to the libraries that do not have security. Liability was discussed, citing a frightening situation that happened at the Manchester YMCA. Director Stern feels strongly that the library should not knowingly permit them to occur at DPL in meeting and study rooms. Trustee Lindenberg inquired about those who simply show up. Director Stern noted that this is difficult to police. Trustee Powers inquired as to DPL’s recourse. Director Stern noted that DCYF is not “assigning” the library as the location in these situations. If staff become aware of an issue with a visitation happening in a public space, the police can be called. Trustee Lindenberg inquired if it would be possible to have the Derry Police come to discuss how we can recognize and handle these situations. Director Stern will investigate.

Motion to revise the Study Room and Meeting Room Policies to include language prohibiting court-ordered supervised visitations by Trustee Powers. Seconded by Trustee Armstrong. Motion passed 7-0.

OLD BUSINESS:

- Update on FY24 Budget process: Director Stern is meeting with the Town Council on Thursday (4/20/23). The health insurance increase is 6.2% as opposed to the 14.7%, bringing the overall bottom-line percentage increase to 2.93%.

Motion to approve the revised DPL FY24 Budget in the amount of \$1,450,857.00, which reflects an increase of 2.93% from the previous year by Trustee Powers. Seconded by Trustee Armstrong. Motion passed 7-0.

- Discuss upcoming NHLTA Conference: Director Stern and three members of the Board will attend on May 9, 2023.

ADJOURNMENT

Motion to adjourn by Trustee Marcotte. Seconded by Trustee Armstrong. Motion passed 6-0.

- Public meeting adjourned at 7:07 pm.

Next meeting is Monday, May 15, 2023, at 6:30pm in Meeting Room Side A
Minutes respectfully submitted by Lisa Carvalho, Recording Secretary