

FINAL

Derry Public Library  
Board of Trustees  
July 21, 2014

Present: Elizabeth Ives (Ch), Joan Crimlisk, Phyllis Howard, Jack Robillard, Dorothy Wiley, and Director – Cara Barlow. Absent: LynnE Mann, Charlie Zoeller, David Fisher – Town Council Liaison.

Elizabeth Ives called the meeting to order at 7:00 p.m.

**AMENDMENTS TO THE AGENDA:**

- Alternate trustees
- Advertising in the Derry News

**PUBLIC COMMENT:** None

**MINUTES:**

Joan made a motion to approve the minutes of June 16, 2014 as presented. Jack seconded the motion and the minutes were accepted. Dorothy abstained.

**TREASURER'S REPORT:**

Jack presented the financial report. Accounts for FY14 are not fully reconciled yet due to end of year activity.

**DIRECTOR'S REPORT:**

- Library sign is delayed.
- Foyer is delayed. Cara presented the Harriman report and proposal with cost. Harriman did the roof before. Cara will contact Mike Fowler for recommendations for roofers. The Board needs to be ready to accept a proposal at the August meeting in order to get work done before winter.
- Personnel - Cara recommended Owen (Luke) Thompson to replace Elizabeth Hogan who has resigned.
- eBooks – NHDB (downloadable books) has another price increase. The program benefits smaller libraries but not DPL. The price increases of NHDB are over 50% in 3 years. Publisher Simon & Shuster is adding a “buy it now” button. It raises the question of whether the library is being used as a bookseller. If the consortium decides to add the button, Derry has no choice about it. OverDrive has audio books, which GMILCS 3M does not have.
  - Elizabeth is contacting NHLTA regarding the issue of cost per book.
  - Susan will calculate the cost per patron, and per circulation of current eBooks to the DPL.

**OLD BUSINESS:**

- **Exhibits Policy:**

Joan moved to approve the policy drafted on 5/29/14. Dorothy seconded and the motion carried.

- **East Derry Library:**  
Cara met with their board. Discussion included the Taylor Library becoming a branch of the DPL which would require a technology change with related cost. Using the Taylor library as a special focus library was also discussed. Tom Cardon is their council liaison. The Taylor Library is to be on the agenda for the next Town Council meeting. Elizabeth offered to meet with Candy Andrews before that and emphasized that the decision is one for the East Derry Library BOT.
- **Derryfest 9/20/14:**  
The DPL asked to borrow the Wiley's canopy for the event. Ideas for the event included banned books of local celebrities, reading in weird places and a live demo of ebooks.

#### **NEW BUSINESS:**

- **Financial Policy:**  
Jack made a motion to accept the revision regarding the multiple bid process as presented. Phyllis seconded. The motion passed with Joan voting no.
- **Meeting Room Policy #4:**  
Dorothy made a motion to accept the meeting room policy revision to item #4. Phyllis seconded and the motion passed. Joan voted no.
- **Personnel Policy:**
  - **7.5 – I Vacations:**  
Jack moved to accept the revision regarding exceptions as presented. Phyllis seconded. The motion passed with Joan voting against.
  - **7.13 – Donated Paid Time Off:**  
The revision was deemed unnecessary after much discussion.
  - **7.13 – G:**  
The revision passed.
- **Display of Community Information Policy:**  
Joan moved and Jack seconded a motion to approve the policy. The motion carried.
- **Staff Appointment:**  
Elizabeth presented the credentials of Owen Thompson. Jack made a motion to hire him as a Librarian 2 at \$19.50/hour for 29.5 hours/week. Dorothy seconded the motion and the motion carried.
- **Alternate Trustees:**  
Dorothy asked if alternates to the board could be identified and recruited. Elizabeth said that she has been unsuccessful in her attempts. It was decided that this would be a good idea. Candidates should be recruited.
- **Derry News Advertising:**  
A half-page advertisement in the annual glossy Derry promo brochure is \$275. It was decided to discontinue.
- **Resignation:**  
Elizabeth made a motion to accept the resignation of Elizabeth Horgan as of 8/21/14. Phyllis seconded and all voted in favor.

#### **GIFTS:**

Joan made a motion to accept a \$300.00 anonymous gift to the Children's Room. Jack seconded and the motion passed.

**MOTION TO ADJOURN:**

Jack made a motion to adjourn. Dorothy seconded. All voted in favor.  
The meeting was adjourned at 9:30 p.m.

Respectfully submitted,  
Dorothy Wiley – Acting Secretary