

**Derry Public Library**  
Board of Trustees  
New Hampshire Room  
January 12, 2015

**APPROVED – Public Session**

Present: Joan Crimlisk, Phyllis Howard, Lynne Mann, Jack Robillard, Dorothy Wiley, Charlie Zoeller (*vice chair*,) Cara Barlow (director).

Absent: Elizabeth Ives (Ch.), David Fisher (Town Council Liaison)

At 7:15 pm Charlie called the public meeting to order.

- In this month's Agenda Phyllis corrected the date from January 12, 2014 to January 12, 2015.
- Joan corrected the date for the next meeting from February 9, 2014 to February 9, 2015.
- Joan motioned to accept the corrections. Jack seconded. Motion passed unanimously.

**Amendments to the agenda:** None

**Public comment:** None

**Treasurer's Report**

- The General Fund spending target at this point in the year is 50%, and we're currently at 51.9%.
- The Fine Account total estimated revenues should be at approximately 50% at this point in the year. The library has collected \$14,447.85, which is 51.5%.
- The fine money account total is \$76,608.89.
- Treasurer's report received.

**Review Director's Report:**

- Two estimates for the French doors in children's room
  - a. Replace the door and window with another door and window
  - b. Replace the door and window with two windows. This approach is about \$1,000 less than option a.
- Charlie raised a question about the safety of plan b. which, though approved by the Derry FD, leaves only one handicapped accessible egress if the faulty door is replaced by windows only.
- Portland Glass will submit a final estimate. Cara will ask if Portland Glass will issue a warranty for the two windows.
- Cara will invite David Fisher to the DPL Staff Training Day on January 19.

- In the children's room there is a bookcase built by Richard Olsen in memory of his daughter Emily. The Olsen's also recently donated a framed poem that Emily wrote which we are displaying on the bookcase.
- Cara shared two graphs. One shows how many patrons entered the library each month from FY 2002 through December 2014. The other graph shows how many items circulated each month from FY 2002 through December 2014.
- It was asked how many non-resident patrons are DPL card holders? Of those non-resident cards, how many of the cards were purchased?
- Cara will talk to Windham Library Director about delivery of library items to the homebound.
- Cara passed out a draft of a technology disclaimer. The disclaimer will go to the Policy Committee.
- Cara passed out a draft with changes to the Circulation Policy. The homebound section, third bullet was referred to the Policy Committee. Numbers 3 and 4 were referred to the Policy Committee.

### **New Business**

- Future projects to keep in mind
  - Repaint children's room
  - Repaint staff room
  - Addressing erosion of exterior library entrance steps
  - Powder coating of exterior step railings
- Jack motioned to approve FY16 total salary and CIP for submission to the Finance Department. Dot seconded. Motion approved unanimously.
- Jack motioned to move \$71,754 from FY16 to FY17 and retain \$181,329 for FY18. Joan seconded. Motion passed unanimously.
- When the chairperson and the treasurer are absent simultaneously Dot will be the backup person. Phyllis so moved. Charlie seconded. Motion passed unanimously.
- Review draft of Long Range Plan was referred to the next meeting.

### **Acceptance of gifts**

- \$250.00 from Mary Holland
- \$100.00 from Molly Reid Dar
- \$150.00 from James and Jane Greene

### **Adjourn**

At 9:15 Dot motioned to adjourn. Joan seconded. Motion carried unanimously.

Respectfully submitted,

Lynne Mann  
Secretary

Reminder:

02/09/15 Trustee monthly meeting (review draft of Long Range Plan and approve budget)