

## FINAL

Public Meeting Minutes  
Board of Trustees  
Derry Public Library  
New Hampshire Room  
August 16, 2015

**Present:** Elizabeth Ives (Chair,) Charlie Zoeller (Vice Chair,) Dot Wiley (Treasurer,) Joan Crimlisk, Helen Evans (Substitute Secretary,) Phyllis Howard, Liz Greenberg (alternate,) Cara Barlow (Director,) Serena Levine (Liaison from SAU 10,) Pete Marcotte (Guest)

**Absent:** Lynne Mann (Secretary,) Dave Fischer (Town Council Liaison)

At 6:59 p.m. Elizabeth called the public meeting to order.

**Amendments to the agenda:** None

**Public Comment:** None

**Non Public Minutes of July 20, 2015:** Dot moved to accept minutes; Joan seconded; motion passed.

(Please note: The Board did not hold a non-public session on Aug. 16, 2015)

**Public Minutes of July 20, 2015:** Helen pointed out possible need to change wording re: item 6, room use. All agreed to leave wording as is in minutes and address any grammatical changes within the policy committee. Joan moved to accept minutes; Phyllis seconded the motion; motion passed.

**Received Treasurer's Report:** Report reflected the first month of the new budget for the 2016 fiscal year. Clarification given regarding any amounts showing 100% usage; this refers to annual contracts and subscriptions. Spending is on target. Fine account balance is \$93,749.57.

### **Reviewed Staff Report:**

- Cara added news that she has received a **grant** from NHLTA for \$235 to cover the fee of the October NHLTA seminar.
- Erin Moulton's book launch for *Keepers of the Labyrinth*, her fourth book, will take place at DPL on Thursday, Sept. 24, at 6:30. Helen suggested offering attendance certificates for teachers to use toward their professional development credits.

- In speaking about **National Voter Registration Day** being held at DPL on Tues., Sept. 22, Charlie recommended reading a children's book about Susan B. Anthony to the children while their parents are registering. Charlie has a copy of the book and will lend it to the event if needed.
- Elizabeth commented on the success of the end of **Summer Reading** parties. Many thanks due Moo's for the ice cream, and to the Friends of the Derry Library for donating paper goods and being on hand for ice cream scooping.
- Cara noted our preparedness for **Derry Fest** (Sat., Sept. 19) in terms of our possession of our own canopy, a DPL tablecloth/sign, and large cutouts of Poe, Shakespeare and Jane Austen for photo opportunities with our patrons. Charlie suggested the possibility of offering selfies with our own author, Erin, if she is available. Book lists are also being prepared for the event.
- Elizabeth sent around a sign-up sheet for trustees to designate the times in which they'd be available to tend the DPL table at Derry Fest

#### **Announcements:**

- Joan reminded us that there is a request to take a group photo of the trustees; this should take place at the next scheduled Board of Trustees meeting on Mon., Sept. 21
- Elizabeth reminded the board that other photos will be taken to "catch us reading" a favorite selection.
- Cara and Elizabeth discussed the NH Center for Non Profits Board Recruitment workshop they had attended. The workshop focused on the development of ongoing strategies in order to effectively search for and maintain board members. Elizabeth has placed the workshop's workbook in the Board of Trustees box for general reading.
- Elizabeth distributed the "Board of Trustees Survey" and requested that trustees fill it out and return it to her.

#### **Review and Discussion of Policy Committee's proposed changes to Circulation Policy:**

- Charlie presented Policy Committee's revisions
- Group is in agreement on pg. 2 residence requirement for those temporarily living in Derry; pg. 3 and 4 fee schedule reference, video renewal, and renewal procedure; pg. 5 museum passes usage; pg. 6 and 7 Notifications revisions and Amnesty and Alternative payments
- Extensive discussion on pg. 4 **Homebound Services** revisions.
  - Dot raised the question as to how the homebound patron is to complete a renewal
  - Cara will investigate previous comments on circulation policy to clarify procedure for providing library services to homebound

- Serena suggested referring back to the March 2015 minutes
- Charlie moved to accept the policy changes which were presented and discussed in **Proposed revisions 4 8.05.2015 CB**; Helen seconded the motion; Dot abstained; motion carried.
- September agenda will re-address how homebound patrons will renew their library cards

**Review and Discussion of Policy Committee's proposed changes to Patron Code of Conduct:**

- Lengthy discussion re: bullet 3 statement about displaying obscene or objectionable material
- Revision for bullet 3: Patrons are expected to refrain from displaying obscene or objectionable material.
- Revision of bullet 4: Behavior that violates town, state, or federal law may result in the police being called.
- Cara and the Policy Committee will re-address wording regarding food and beverage issues and reordering of statements regarding priority seating for children and teens.

**Gifts:** None

**Adjourn:** Phyllis moved to adjourn; Charlie seconded; motion passed. Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Helen Evans

Substitute Secretary