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3:33 PM Jodi Moore, ATC

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

January 13, 2026

7:30 PM

Attendees: Anne Doyle, Elizabeth Merliss, Lynn Johnson, Sarah Robertson, Robert Booz, Maya Liss, Eric Infeld, Anne Mueller, Gwen Wirger, Lauren Redfield Director. Julie Rio, Assistant Director

Absent: None

- I. Public Comments/Communications – Julie Rio, Assistant Director, came and spoke about America250 and what Library is planning:**
 - a. 2/17 – speaker on Ken Burns documentary.
 - b. 3/5 Liberty to Legacy – discussion about American musicals dealing with the founding of our nation. It will focus on “1776” and “Hamilton”.
 - c. 3/12 - calligraphy like the original.
 - d. Cookbook club coming back and will focus at least one meeting on America250.
 - e. American History themed trivia night.
 - f. Other items may include participation by nonfiction book club, fiction book club, open mic night themed to America250, a genealogy program. Thanks from the Board to Julie for all the hard work to date.
- II. Minutes – Monthly Meeting, December 2025. Bob Booz moved to approve minutes as amended for typos seconded by Lynn Johnson. Approved unanimously.**
- III. Financial Reports**
 - a. **Board Managed Funds**- report from Sarah Robertson provided and reviewed.
 - b. **Library Operational Funds** – Director reviewed monthly operational report – overall on target for where we are in fiscal year. Following our high water bill, the water company saw that the meters in the old basement needed to be replaced. Water company replacing meters.

IV. Library Director's Reports

a. Director's Report

- i. Lauren reviewed monthly statistics. Adult and Young Adult circulation increased, and gate count rose. Question was asked on how gate count is gathered. Lauren explained about sensor in front hall and how it is done with the sensor.**
- ii. Historic Library Stairs project - Still working on minor punch list items and funds being held back until complete.**
- iii. Children's room renovation – well underway with painting of walls and ceiling mostly complete. Targeting that all items moved for the renovation should be back by 1/23/2026. Question on fumes from the painting and carpet. Lauren reviewed mitigation (Running a fan and use of low Volatile Organic Compound (VOC) carpeting) and reported that the smell was not too bad.**
- iv. HVAC –**
 - 1. Both boilers need to be replaced. walkthrough for the new boilers happened on December 22. Both boilers are included in bid process. Bids are due by the end of January and the project targeted for completion May 2026.**
 - 2. Lever on the boiler (separate from the Boiler replacements) in the new basement that was leaking. Staff had been emptying buckets to catch leaking water until the leaking stopped - indicates the valve had failed. This impacted heating in children's room. Hoping the work will be done to fix the valves before the children's room renovation is complete. Work must be done prior to boiler replacement. May have been part of impact on high water usage but not the full 2100 gallons.**
 - 3. Septic tank emptied and Septic company (Cahill) reported that a dogwood tree needs to be removed or moved as the roots are impacting the septic pipes. Feeling of the board was to remove the tree. Requested that Lauren follow up with the town crew to talk to Cahill prior to removal so that removal is effective.**
 - 4. Staff - New page hired to replace one who left.**
 - 5. Display for America250 is up in front entryway display cabinets.**

6. Strategic focus review – Lauren reviewed accomplishments toward 2025 Strategic Focus. Board complimented Lauren on job well done and discussed planning for ongoing updates during 2026.

b. Other - none

V. New Business

- a. 2026 Calendar – Maya Liss reviewed the 2026 calendar for Board meetings. Will be forwarded to Town Clerk for posting.**
- b. Discussion of proposed standing Finance Committee – Board reviewed and discussed draft changes to Bylaws to allow for the creation of a standing Finance Committee. Discussions included the scope and intent of the committee, controls, and next steps. Motion made by Bob Booz for the language in the dreamt changes to the Bylaws too allow to the creation of a standing Finance committee go to the Bylaws and Policies Committee to be updated based on the Board discussion and be distributed for review and vote at the next Board meeting. Anne Doyle seconded. Approved Unanimously.**
- c. C. Other – none.**

VI. General Discussion.

Meeting adjourned at 9:42 PM.

Respectfully submitted.

Eric J Infeld

Secretary