

Received 9/23/26
2:01 PM Jodi Moore, ATC

DURHAM PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

September 8, 2026

7:00 P.M.

Attendees: Anne Mueller; Elizabeth Merliss, Gwen Wirger, Bob Booz, Maya Liss, Eric Infeld, Lynn Johnson, Sarah Robertson, Lauren Redfield, Director

Absent: Ann Doyle

- I. Public Comments/Communications – Lauren reported that a card came in with donation; no other public communications.
- II. Executive Session for Personnel matters - **Anne Mueller made a Motion made to go into Executive Session for Personnel matters seconded by Bob Booz.** Approved unanimously. Went into executive session at 7:02.
- III. **Bob Booz made a motion to return from executive session. Sarah Robertson seconded.** Returned from executive session at 7:08
- IV. Minutes
 - A. Monthly Meeting, July 14, 2026 – **Anne Mueller made a motion to accept the minutes. Gwen Wirger seconded.** – Approved unanimously, with Bob Booz abstaining.
- V. Financial Reports
 - A. Board Managed Funds only through July since August statement not in. Sarah and Maya working with bank to get information earlier so report ready for meeting.
 - B. Library Operational Funds – on track and as expected.
- VI. Library Director's Report - While overall circulation and gate counts were lower than last year (circulation for July and August down 7% compared to last year, and total gate count was down 11% compared to last July). Lauren reported that the library continues to see positive growth in several key areas: Adult circulation increased 7% in August, while eAudiobook circulation rose 15% in both July and August, and InterLION loans also increased. The library is also making steady progress on several building projects, including the landscape lighting, the refreshed Children's Room, staff bathroom renovation, and improvements to address water in the old basement. Community outreach and partnerships continue to grow through initiatives such as Laptop Connect, collaboration with Regional School District 13, DMYFS programming, and participation in local events. Board briefly the laptop

connect program and will discuss further once Lauren has further detailed information. Lauren also mentioned Connecticut Library Consortium asked DPL host a Regional Round Table in October. These meetings bring together library staff from all types of libraries in the region and are a great chance to connect with librarians from other types of libraries.

- VII. Strategic Plan – Maya and Lauren provided an update - strategic planning cohort launched; overall process was reviewed; next meeting of cohort is in two weeks. A board work session needs to be scheduled – the Board agreed it should be Tuesday October 20th – 7 PM for 90 min. Maya will communicate so there is public notice.
- VIII. New Business
 - A. Book buzz program as fund raiser for PALs – PALs requested use the library on Nov 14. **Bob Booz made a motion to accept PALs request of use of the library on 11/14 seconded by Gwen Wirger.** Approved unanimously. It was also mentioned about stickers for sale at front desk, and PALS is looking for people to join and to help plan events etc.
 - B. Facilities Point Person – Board discussion held on the need for a Board member to be a facilities point person to work with Lauren and develop list of long and short term needs. Elizabeth Merliss agreed to take the lead for the Board.
 - C. Fire Emergency Policy – updated policy reviewed by Board. Fire chief had reviewed and thought it was fine. A question was raised on staff training and Lauren reported that training planned at an upcoming staff meeting. **Bob Booz made a motion to approve the Fire Emergency Policy as presented by the Policy committee; Sarah Robertson seconded.** Approved unanimously.
 - D. Children’s Dept. Program: Artificial Intelligence (AI) Education - Lauren shared about a program will be held on AI and would like to fund with Albin Fund, and support of the Board. **Anne Mueller made a motion to support the program and fund using the Albion Fund. Seconded by Eric Infeld.** Approved unanimously.
 - E. Investment Guidelines – the Finance Committee presented information and the latest version of the investment guidelines.
- IX. Old Business
 - A. Board Managed Funds Policy – Board continued discussion on the policy and referred to Policy committee to finalize the policy to present to the Board.
- X. General Discussion

Meeting adjourned at 8:30PM

Respectfully submitted.
Eric J Infeld
Secretary