

NOTICE: THIS MEETING IS BEING HELD COMPLETELY ON-LINE USING ZOOM. PLEASE REFER TO THE “ZOOM CALL-IN AND PUBLIC INPUT INSTRUCTIONS” FOR THE MEETING (LOCATED AT THE END OF THE AGENDA).

**Durham Public Library
Board of Trustees Meeting Agenda
Wednesday, January 13, 2021
6:45 pm**

1. Call to order
2. Chair appointment of Alternate Trustee to serve as voting Trustee (if needed).
3. Approval of meeting agenda.
4. Approval of minutes (12/9/2020)
5. Public Comments/Public Correspondence
6. Friends' Report – Susan Herhold
7. Treasurer's Report for December 2020 – Anne Knight
 - a. Annual Appeal results to date
 - b. Update on Erik's status as Assistant Treasurer
8. Director's Report
 - a. Covid-19 policy for staff travel outside of New England
 - b. Discussion of best practices for disposal of “weeded” materials
 - c. Discussion of on-line renewal of Library cards.
9. Policies
 - a. Discussion and vote on Hotspot policy.
10. Discussion of the plan for the evaluation of the Library Director – Erik, Robin, Charlotte
 - a. Review of questions
 - b. Timetable for completion
 - c. Discuss and complete at Board meeting 1/27/2021
11. Formation of a Board policy subcommittee to work with the Director to review and revise Library policies. Robin, Charlotte, and Andrew have agreed to serve.
12. Two Library Trustee positions will be open. Filing period is January 20 – January 29, 2021.
13. Adjournment

Future meetings:

Wednesday, January 27, 2021

Wednesday, February 10, 2021

Wednesday, March 10, 2021

Wednesday, April 14, 2021

NOTICE: THIS MEETING IS BEING HELD COMPLETELY ON-LINE USING ZOOM. PLEASE REFER TO THE “ZOOM CALL-IN AND PUBLIC INPUT INSTRUCTIONS” FOR THE MEETING (LOCATED AT THE END OF THE AGENDA).

ZOOM CALL-IN & PUBLIC INPUT INSTRUCTIONS

To Participate by Audio

AUDIO ONLY CALL-IN INSTRUCTIONS: In order to access any live Zoom Public Meeting by telephone, you may call in to 1-929-436-2866 then type in the Meeting ID. To acquire the Zoom Meeting ID and Password please email durhampl@gmail.com or phone (603) 868-6699.

To Participate by Video:

VIDEO ONLY INSTRUCTIONS:

1. Go to: Zoom.us
2. Click: Join A Meeting
3. Enter Meeting ID#
4. Enter Meeting Password#

IMPORTANT!

1. Please be sure your full name is viewable, and you are identifiable when using Zoom.
2. You will enter a Zoom waiting room until the Public portion of the meeting opens.

Please remember that these are LIVE meetings, and you will be muted when you enter the room. You will not be able to communicate directly with anyone at the meeting at this time, if you wish to submit comments for public input, you will need to have submitted your comments via email to durhampl@gmail.com by 5:00 PM on the day of the meeting.

If you should have difficulty accessing this number at 6:45 PM, you can send us an email to durhampl@gmail.com or call (603) 247-9757.