
DERBY PUBLIC LIBRARY

BOARD OF TRUSTEES

June 25, 2025

Call to order: Meeting called to order by Danielle Gabor at 6:30 pm.

Roll Call: Cheryl Bannon, Danielle Gabor, Dustin Sharp, and Susan Topping were present. Eric Gustafson, Library Director, Hannah Adamson, Assistant Library Director, and Tami English, Office Manager also attended. Jamie Hollon, Gabe McKeever and Susan Swaney were absent.

Approval of Agenda: Cheryl Bannon moved to approve the agenda as written. Seconded by Susan Topping, the motion approved unanimously.

Public Forum: None

Approval of May 28, 2025 meeting minutes: Dustin Sharp moved to approve the minutes as written. Susan Topping seconded. Cheryl Bannon abstained. Motion approved unanimously.

Correspondence and Communications: None

Financial Reports: Director Gustafson presented the June financial reports. He informed the committee that the state legislature is currently reviewing potential changes regarding property tax lids. No official changes have been enacted to date. He continues to monitor the situation closely.

Dustin Sharp moved to approve the May financial report as presented. Cheryl Bannon seconded. Motion approved unanimously.

Director Report:

Our Summer Reading Program is in full swing. Programs are well attended and patrons are completing their summer reading challenge. The youth services challenge has surpassed 2,000 registrations.

This year's Ballet in the Park was relocated indoors to the library's community room due to high temperatures and humidity, yet still successfully accommodated around 200 attendees.

The 5th annual Medallion Hunt, a highlight of our summer programming, once again proved to be a resounding success. This collaborative event, held in conjunction with the popular Smoke on the Plains BBQ festival, generated significant positive online feedback. We were particularly pleased that the hunt's challenge level was just right this year, as the medallion wasn't discovered until the final day of the festival, keeping community engagement high throughout the entire event.

The Library's commitment to updated technology continues, with the successful upgrade of computers in the Kids' area. The teen area computers are scheduled for the next phase of updates.

We're pleased to report that Koha's open searching feature is fully operational again. The Cloudflare migration was successfully completed and appears to be effectively mitigating current and future bot attacks, enhancing our online security.

Grant awards are delayed for our mural grant.

The roof replacement project is experiencing ongoing delays due to difficulties in sourcing the correct materials. We're relieved to report that the roof over the book stacks remains secure and our collections are safe from leaks. However, our staff areas are currently experiencing numerous leaks. The good news is the contractor is scheduled to remove panels and start anew with the correct materials on July 7. This resolution is a top priority.

The building's lighting control system has been successfully replaced. This new system allows us to program and adjust the lighting as needed, offering greater flexibility and efficiency.

Committee/Special Reports: Arts Council

- Gathering Space Gallery: Our *Art in the Family* exhibition closed as of today. Look for Wildlife photography next in our Gathering Space Gallery.
- High Wall Gallery: With the conclusion of *The Artful Adventures of Two Friends*, the High Wall Gallery is transitioning to its next exciting display. Visitors can look forward to a new pop art exhibit by Barry Clayton, featuring acrylic paintings that visually interpret Beatles songs.

Unfinished Business:

- Outdoor Area – Tour and discussion

New Business:

- Position Description: Eric Gustafson shared a Part-Time Cataloging & Administrative Position. Discussion.

Susan Topping moved to approve the position as presented. The motion was seconded by Cheryl Bannon and approved unanimously.

Executive Session: None

Adjournment:

- Susan Topping moved to adjourn the meeting. Dustin Sharp seconded the motion. There was a unanimous vote to approve.
- Meeting adjourned at 7:15 p.m.

Minutes Approved July 23, 2025