

**TRUSTEES MEETING
PORTSMOUTH PUBLIC LIBRARY
September 17, 2003**

PRESENT: Phyllis Eldridge, Dana Levenson, Lee Lorusso, George Pierce, Mary Ann List, Theresa Garabedian, Suzanne Foley, and Sue McCann.

ABSENT: Ed DeValle, Rai Bowles, Barbara Ward

I. Call to Order at 7:05 pm.

II. Secretary's Report:

Additions:

Deletions:

Corrections: by Bowles, correction to spelling re Lister, Tracy

III. Financial Report:

- Trust Fund Assets as of September 5, 2003 are \$134,594
- Fines and Fees Account Balance is \$27,969.75
- Gift Account Balance: \$6585.06
- Sue explained how Trustees vote and approve spending for library, sent to city, treasurer signs check, in-house bookkeeper

III. Director's Report

A. New Library

Memo coming out from Bohenko, Hayden and List re frustration of the Sect 106 process and how slowly it is moving. Public and city want info, not being given. Letter arriving from Concord soon. Once received, Memo will be sent out. Sect. 106 not responding in timely manner; no direct answers; requirements keep coming;

B. Report on Services and Initiatives:

DVD Collection: 250 purchased; went out quickly, great response from public. Positive feedback.

Web Page: Excellent progress, section covering research,(in-house development how to research); covered under Patriot Act

C. Friends of The Library

New tote bags, \$12 or \$15 (\$30.00 to become member and free bag)

D. Master Plan Session

*Included in Trustees package

E. Upcoming Programs

Artists Series thru December

School visits- September

October 14th; City Hall Emergency Management Safety & Security in our area

V. Old Business

Gross Budget and Reporting System

Levenson expressed concern re requesting \$ to be spent; we cannot spend principle\$, List explained by law we are required to spend, cannot build income, agreed need to be aware of funds spent and acquire more \$

Request made to spend \$12,435.00; Motion: Foley 1st, Levenson 2nd.

All in Favor

VI. New Business

October; Capital Improvement Plan; Integrated Library System approved but not funded yet. Need system in and learn it.

Master Plan; Invitation to meeting at City Hall.

City Council Chambers, October 2, 2003

7-9 pm.

VII. Adjournment: 8:15 PM

Next Meeting: October 15, 2004