

Portsmouth Public Library Trustees Meeting Wednesday October 18, 2006

PRESENT: Elias Abelson, Amy Brnger, Raimond Bowles, Ed DelValle, Suzanne Foley, Mary Ann List, Sue McCann, Barbara Ward. **Excused:** Kevin Lafond, Dana Levenson, Betsy Shultis.

I. CALL TO ORDER

Suzanne Foley called the meeting to order at 7:05.

II. SECRETARY'S REPORT

Bowles commented that the meeting minutes for September (prepared by Besty Shultis) were exceptional.

DelValle moved to accept the minutes of the September meeting. Brnger seconded the motion. The minutes were accepted.

III. FINANCIAL REPORT

McCann reported that our assets as of October 1 are \$132,812.

To cover the deposits for the gala, \$10,000 was borrowed from the Oppenheimer account.

Brnger also took money from the Oppenheimer cash fund and opened three certificates of deposit—one that comes due in April 2007, one in July 2007, and one in October 2007, to obtain a higher rate of interest (all of the CDs pay about 5%).

There were several questions about the year to date operating expenses. List explained that line #12 includes grants for preservation which have been expended. Another grant is timed to go into this line soon from the Thaxter Foundation. This grant will be for restoring and moving the Eagle into the stairway. Nicole Cloutier is bringing someone in to advise us on that project and to provide an estimate for the eagle's restoration.

DelValle asked about staffing and whether or not it will be adequate for the new building. List replied that the main area of concern is Children's and Youth Services because she expects usage to jump considerably in the new space, and that area is currently lightly staffed.

DelValle asked if we can work through the University to get college interns to help with this. There was general agreement that this was a good idea. DelValle will look into the possibility and into liability issues.

IV. DIRECTOR'S REPORT

New Library Building. Final preparations are underway for the move to the new building. The building is now about 86 per cent completed and we are now working on signage. We should have the certificate of occupancy by November 4. The second floor is virtually done. The heat came on today, and once the carpet warms up they can unroll it. The cost of the heat will be covered by the contractor until the certificate of occupancy is issued. Dan Hartrey has been Clerk of the Works for the project. He now has his LEED certification which should be a big help to the city on future projects.

Fund raising. The citywide fund raising appeal has been mailed and there has been a terrific response. Several staff members are helping process the donations and this is generating a lot of enthusiasm.

Staff Activities. List and the NH State Librarian will be participating in a panel discussion on the Library of the Future as part of the Osher Lifelong Learning Institute.

Trustee Activities. Several people are working on the Gala. The reception to honor Rai Bowles on the occasion of his retirement from the School Board was a great success. The formal part of the reception will be rebroadcast on Channel 22 on Sunday at noon. Bowles has asked to remain on the Library Trustees.

Gifts. No gifts to accept

V. OLD BUSINESS.

Pre-Gala Reception. There will be a private pre-gala reception on November 11 from 6-7 to honor the major donors to the new library. The Library Trustees and City Councilors are invited to attend. List would like us to all have a chance to meet and talk with the major donors.

Nov. 11 Gala. The Gala will take place in the new library from 7:00 to 10:00 p.m. and there will be lots of refreshments. Ticket sales have been slow but steady.

January 7 Dedication. The dedication of the new library building will be on January 7, 2007 (snow date, January 14). At this time we will be placing a time capsule in the building.

Library opening. The new building is now scheduled to open for business on December 18, 2006.

VI. NEW BUSINESS.

2007 Schedule. List asked the trustees to approve the holiday schedule for 2007, which is in accordance with the schedule for the rest of the city's offices.

Ed DelValle moved to accept the holiday schedule for 2007, Abelson seconded the motion. Motion carried.

VII. ADJOURNMENT

The meeting was adjourned at 8:22 p.m. The next meeting will take place on Wednesday November 15, at 7:00 p.m.

Respectfully Submitted,

Barbara M. Ward
secretary