

Portsmouth Public Library Board of Trustees Meeting
Wednesday, January 17, 2007

PRESENT: Elias Abelson, Edward DelValle, Suzanne Foley, Dana Levenson, Mary Ann List, Sue McCann, and Betsy Shultis.
NOT PRESENT: Amy Brngr, Rai Bowles, Kevin LaFond, Barbara Ward.

I. CALL TO ORDER

The meeting was called to order by the President, Suzanne Foley, at 7:05 p.m.

II. SECRETARY'S REPORT

In the absence of the Secretary, the minutes of the November meeting, the last in the Islington Street Public Library, were not available. Trustee members met briefly in December, but not officially, to plan the New Library dedication in January.

III. FINANCIAL REPORT

Total assets to date were reported at \$133,03 with cash and bank accounts at \$19,589.

Budget figures were presented by Mary Ann List who explained that the personnel budget reflects a recent resignation of a staff member who will be replaced soon. The budgeted overtime for 2007 has been nearly expended due to the move. Building operations figures look light but bills for both buildings have yet to come in, and List commented on North Branch Construction's support as issues arose during the move.

Library staff volunteered their time at the New Library Dedication ceremonies on January 7, 2007. List commented on the enthusiasm of the staff for the new building and the great positive atmosphere there.

IV. DIRECTOR'S REPORT

A. Activity Report. Director Mary Ann List reported on the success of moving from the old Library building on Islington St., to the new building on Parrott Ave. The moving company was very professional and made the move easy. The Certificate of Occupancy and the Certification of Substantial Completion have been obtained but Final Acceptance has been approved. North Branch Construction is still working through some issues with heating and List continues to work with furnishings. The punch list is expected to be completed by March except for furnishings which will be completed as they are supplied. IT is still fine tuning the public computer system but that system is already functioning well.

Middle school students are using the library at a greater level than expected and the director reported that use by high school students has increased. List said the building is working incredibly well, with places for activity as well as places for absolute quiet. Over 350 new patrons have been registered, mostly Portsmouth residents. The community rooms have been very busy and a report of the number of meetings scheduled in these rooms during the first two weeks of January, was distributed.

B. Building Punch List and Equipment.

The Director encouraged members to give input from their observations or those of others to add to the punch list.

The Library's art is still bubble wrapped until a hanging system has been established. Local art may be exhibited awaiting policy and selection decisions that will be subject to a committee. Mounting the Eagle over the staircase will be next but some engineering help will be needed to remove it from the old library. The Eagle was mounted originally on the Prescott Park flag pole for at least 200 years.

V. TRUSTEE ACTIVITIES

DelValle requested that Trustees be present at the next two meetings when a new Chair is to be elected

VI. ACCEPTANCE OF GIFTS

The Portsmouth Public Library has received the following:

\$1,000. Unrestricted gift from Elinore Scott Sanderson.

250. Friends of the South End. To support a public program with credit given to the organization.

\$2,000. Grant from Rosamond Thaxter Foundation to restore the statue of Daniel Webster.

Levenson moved to accept these gifts, seconded by DelVallee. Motion Passed.

VII. NEW BUSINESS

A. Goals and Objectives Review

Trustees reviewed the Mission Statement and Goals and Objectives set by the Trustees for fiscal year 2006. See attached. Most of the objectives have been achieved or are ongoing.

B. Goals and Objectives 2008

Mission and Goals remain the same. See attached.

Objectives include continuing to work with the architect to refine furnishings, supporting computer equipment, and expanding Library opportunities. Circulation objectives are increased by 5,000 as well as continuing to develop the infrastructure for a highly functioning electronic library for all ages.

Abelson introduced discussion on cell phone guidance and List recommended assigning logical cell phone areas and non-cell-phone areas. Because of rapid changes in electronic technology, List suggested that rules be fluid.

Levenson asked about building personal endowments.

C. Budget FY08

List asked Trustees to look at the Goals and Objectives to prepare themselves for working on the budget in February and March. She stressed the importance of Trustees being at the next meeting, since Library Trust Funds are managed and allocated by Trustees of the Library. Those not designated as Library Trust Funds are managed by the Trustees of the Trust Funds and held by the City. When looking at figures for next year, it is important to determine how funds can be used to reflect the intent of the donor. List also invited feedback on Goals and Objectives from the Trustees.

VIII. ADJOURNMENT

The meeting was adjourned at 8:44 p.m. The next meeting will take place on Wednesday, February 21 at 7 p.m. in the MacLeod Room of the Portsmouth Public Library.

Respectfully submitted'

Betsy Shultis
Secretary Pro-Tem